

Real Estate Program Review 2004-2005

Fall 2004

Prepared for
Citrus Community College District
By

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Citrus College

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FACULTY

FULL-TIME FACULTY:

Richard Ghidella

ADJUNCT FACULTY:

Tim Durfield
Greg White

REAL ESTATE PROGRAM- Sequence of Courses

	<u>UNITS</u>
210 Real Estate Principles	3
211 Real Estate Pre-License	3
212 Real Estate Practice	3
214 Real Estate Finance	3
216 Legal Aspects of Real Estate	3
218 Real Estate Appraisal	3
220 Real Estate Property Management	3
224 Escrow	3
230 Escrow II	3
232 Real Estate Investment Analysis	3

At this time the Real Estate program has several classes that have not been offered in a few years. These classes include the appraisal, property management and escrow classes. The real estate department has determined to not eliminate the classes from the program in the hopes of offering the classes in the future.

The Real Estate Program has strived to align itself and support the Institutional General Education Competencies of Citrus College. The General Education Competencies (as set forth in the Academic Senate minutes dated August 25th 2004) are as follows:

Institutional General Education Competencies- Part of Institutional Mission

General education competencies serve as a common set of core curricular components identified and defined by faculty. Student learning outcomes are behaviors based on these competencies.

Any student transferring, completing a degree or certificates from Citrus College, must demonstrate effectively assessed awareness, understanding, knowledge, skills, and abilities in the selected competencies.

1. Communication (personal expression and information acquisition)

Examples

Reading and analytically and critically
Writing with clarity and fluency

Speaking articulately
Listening actively

2. Computation

Examples

Technology
Math proficiency
Analyzing and using numerical data
Application of mathematical concepts and reasoning

Computer proficiency
Decision analysis
(Synthesis and evaluation)

3. Creative, Critical, and Analytical Thinking

Examples

Curiosity
Analysis
Synthesis
Evaluation
Creativity

Research
Learning Strategies
Problem Solving
Decision making
Aesthetic awareness

4. Community, Critical, and Analytical Thinking

Examples

Respect for other beings
Cultural awareness
Ethics
Community service
Integrity

Citizenship
Interpersonal skills
Lifelong learning
Self esteem
Empathy

5. Technology/information competency

Examples

Basic computing and word processing

6. Discipline/subject Area Specific Content Material - Project Plan

PROGRAM DESCRIPTION

The Real Estate Program encompasses an area of study which includes real estate principles, pre-license, finance, legal aspects, appraisal, practice, property management, escrow, and investment analysis. The Real Estate Program within the Citrus College Business Department prepares students for professional careers and offers courses that are transferable for credit to four-year colleges and universities. The program combines classroom lectures, demonstrations, and individual hands-on training in work-experience settings. The faculty work closely with various industry sectors and professional organizations.

PROGRAM STUDENT LEARNING OUTCOMES

- 1) Students will have a broad understanding of real estate. Students will gain a general knowledge of: property ownership; land use and controls; agency law; valuation and market analysis; financing; voluntary and involuntary transfer of property; practice of real estate; disclosure requirements; and general contracts as they apply to real estate.
- 2) Students will have an understanding of return on assets (ROA) and return on equity (ROE). Students will be able to calculate leverage and describe its risk/return relationship.
- 3) Students will develop an understanding of how real estate impacts families, businesses and government institutions.

PROGRAM GOALS

- 1) Students will be provided with appropriate instruction that will allow them to expand current knowledge and skills for purpose of employment and/or promotion.
- 2) Provide transfer credit to four-year colleges and universities. Provide courses for students to complete an Associates degree.
- 3) Provide classes to support other curricular areas on campus.

Student Learning Outcome Curriculum Development

The Real Estate department has committed to developing student learning outcomes for all classes offered at Citrus College. Student learning outcomes shall be developed for class outlines on the following schedule.

Course Title	Projected date to develop new course outlines
210 Real Estate Principals	June 2005
216 Legal Aspects of Real Estate	December 2005
212 Real Estate Practice	June 2006
214 Real Estate Finance	December 2006

All new classes offered will be required to have student learning outcomes developed when the class is offered.

The department shall work closely with the Curriculum development committee to insure the course outlines are being developed according to standards and norms developed by the committee.

MISSION

COMMENDATIONS:

- The Real Estate Program meets the mission and the core competencies of the District.
- The Real Estate Program meets the stated objectives for the program's student learning outcomes
- The courses offered in the Real Estate Program stress problem solving, teamwork, communication skills, use of technology and critical thinking.
- The Real Estate Program provides occupational education for students preparing for employment.
- Real estate students are from culturally diverse groups.

- The Business Department and the Real Estate Program seek advice from a diverse group of community professionals to enhance the program.
- The Real Estate Program course sequence leads logically toward program goals and development of the requisite educational competencies set forth by the District.

RECOMMENDATIONS:

- List real estate classes under the umbrella of business in the college catalog with appropriate cross-referencing.
- Integrate technology into the current real estate curriculum.
- Utilize marketing and the recruitment techniques to attract students in our District and ensure continued diversity.
- Continue to review and enhance the business major for the Associate of Science degree (AS).
- Develop and review the feasibility of a combination Real Estate/Finance certificate program.

NEED

COMMENDATIONS:

- Core courses are offered which meet transfer requirements to four-year colleges and universities.
- When establishing needs, the Real Estate Program is augmented by recommendations from the business community and the students we serve.
- A full-time student is able to complete the Business Program (of which real estate is a sub-set) in two years.

- The Real Estate Program has course offerings scheduled in the day, evening and on-line through distance education.

RECOMMENDATIONS:

- Offer additional real estate courses in an on-line format.
- Continue to articulate with local high schools.
- Extend day, evening and on-line offerings as student demand increases.
- Increase utilization of technology in Real Estate Program courses.
- Industry representatives should continue to be solicited for advice to keep our program aligned with the needs of the business community.
- Refresher courses for license renewal required by State Department of Real Estate should be considered.
- If real estate offerings increase, it may become advisable to consider the hiring of a full-time instructor who specializes in real estate.
- Survey students and surrounding colleges to determine need/demand for courses currently dormant but are in the course catalog.

FEASIBILITY

COMMENDATIONS:

- The Business Department has added a full-time instructor to teach real estate and finance related courses.
- Students are currently able to use the lab facilities for class assignments.

- The following needs/recommendations from the 1998 program review have been accomplished:
 - Classrooms are equipped with multimedia capabilities.
 - Proposed construction of the Center for Innovation will accommodate the technology needs of many departments and programs on campus for the next several years.

RECOMMENDATIONS:

- Continue to integrate technology within the curriculum and incorporate business decision-making activities through computer technology.
- Courses and/or programs in the real estate areas should be reviewed by the department and the business community.
- Review any new courses approved by the State Department of Real Estate. Consider the courses for possible addition to our program.
- More intensive promotion of the Real Estate Program through marketing to the community.

QUALITY

COMMENDATIONS:

- Student learning outcomes have been developed for the Real Estate Program. They are set forth on page six of this program review.
- Student Learning Outcomes are currently being developed for all course outlines for the classes that have been taught since fall 2000.
- Student Learning Outcomes are being developed for all course syllabi for the classes that have been taught since fall 2000.

- Faculty in this program meet state mandated qualifications.
- The business department faculty are diverse.
- Real Estate Program courses demand writing and critical thinking.
- Real Estate Program courses are meeting industry needs.
- Real estate curriculum maintains District standards.

RECOMMENDATIONS:

- Develop and integrate student learning outcomes into each course outline and syllabus during the next several years.
- Develop and revise the program's student learning outcomes to insure they remain aligned with the districts educational competencies.
- All syllabi should include: student learning outcomes, clear grading standards, attendance and test make-up policy, drop date, office hours, homework policy, and general DSPTS statement.
- Develop and revise the course outlines and syllabi to ensure student learning outcomes are aligned with the Real Estate Program Student Learning Outcomes.
- Faculty should review courses for sensitivity to cultural differences and ethics in the context of business.
- The district can support the quality of the Real Estate Program by providing funds for real estate videos through the library (audio-visual).

COMPLIANCE

COMMENDATIONS:

- The Real Estate Program articulates with the California State University system.
- The Real Estate Program articulates with local secondary intuitions.
- The Real Estate Program courses are reviewed by our faculty and the business community which evaluates the curriculum and recommends areas for change to ensure relevancy to the needs of the business world.
- This is the second program review of the Real Estate Program.
- The Real Estate Program meets State and District regulations.

RECOMMENDATIONS:

- Implement service learning work experience opportunities to enrich student readiness for the work force.
- Continue to review syllabi, course outlines, and course prerequisites, and the long-range plan.