

## SVCC Transfer Program Review Template

This program review template will be used to review the following program and courses.

<b>Program (degree):</b> Political Science: AA 0653 and AS 0853
<b>Related program courses:</b> GOV 163, 232, 233, 261

### Transfer Program Objectives

<b>Prompt:</b> <i>What are the objectives of this program and the courses related to this degree?</i>
<b>Response to prompt:</b> [ <ul style="list-style-type: none"><li>• Explain the relationships between political and cultural ideas of various societies, including the American society;</li><li>• Describe governmental institutions and legal structures;</li><li>• Describe the political systems and institutions of various countries, identify international, regional, and transnational organizations, and explain the relationships between nations and between international institutions;</li><li>• Analyze and evaluate political phenomena;</li><li>• Evaluate political decisions and policies;</li><li>• Examine the social-psychological sources and the historical-cultural origins of political attitudes, behaviors, and policy choices; and</li><li>• Demonstrate knowledge of the capacities, characteristics, and skills needed to participate effectively and democratically in society.</li></ul> <p>These program objectives align with the IAI program objectives for the Political Science degree.</p> ]

### Transfer Program Need

<b>Prompts:</b> <i>Is there a need for this program? Is the array of courses offered for this program appropriate to meet the needs of students?</i>
<b>Possible topics to discuss:</b> Program enrollment, class enrollment, program/class enrollment by ethnic group, number of declared majors (total and by ethnic category), number of completions (total and by ethnic category), number of transfer students (total and by ethnic category).
<b>Data sources:</b> Table 1A, Table 1B, Table 2
<b>Response to prompts (identify strengths and challenges):</b> In your narrative, please refer to the data sets or evidence you have chosen to support your case. [ <p><b>Program Enrollment:</b> Average enrollment per government course declined slightly over the five year period. However, the total number of students enrolled in government courses increased by over 200 students during the same five year period, reflecting an increase of over 40 more students enrolled in government courses per</p>

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year compared to the previous program review. (Please Note: GOV 164 State and Local Government is not included in this program review, thus, the total increase does not reflect the enrollment numbers for this course.) These numbers are the result of two factors. First, an increase in the number of section offerings. Second, an increase in the variety of courses offered in the Political Science program. Since the previous program review GOV 232 Introduction to Comparative Government and GOV 233 Politics of the Developing World have been added to the Political Science course offerings. As an introduction course, GOV 163 American Politics and Government, draws the largest enrollment. Comparative Politics, Politics of the Developing World, and International Relations are considered upper level courses and, as such, draw slightly lower enrollments. Further, the general student population often fulfills its social science requirements by taking GOV 163 and is thus less inclined to enroll in upper level courses. The number of transfer students has remained consistent.

**Program Majors:** The number of declared majors has remained relatively steady with a decline in declared majors in FY15. Many Political Science majors attend Sauk to complete their general education requirements with the intention of then transferring to the university level without formally declaring a major at SVCC. Only GOV163 American Government is required by IAI for Political Science transfer students. As such, Political Science students are not necessarily working toward completing an AA or AS degree at SVCC. GECC completions have remained relatively steady with a slight increase in the two most recent years. This may be the result of the expanded course offerings in Political Science. However, because the numbers are so low it is difficult to account for the specific reason for the GECC completion increase. The numbers remain in line with the previous program review.

**Program Ethnicity:** Data on ethnicity is consistent with the college data. ]

### Transfer Program Cost Effectiveness

**Prompts:** Is the program cost effective? *What steps can be taken to offer courses more cost effectively? Does the program need additional resources?*

**Possible topics to discuss:** Has the program remained within its allocated budget? Is the budget adequate to supply necessary services? Is the program's net income positive or negative? Does the program need additional resources? What resources are needed?

**Available Data Sources:** Table 3A, Table 3B

**Response to prompts (identify strengths and challenges).** In your narrative, please refer to the data sets or evidence you have chosen to support your case.

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The Political Science program has remained within its allocated budget of \$300 per year for instructional supplies. The program spent \$1054 of its allocated \$1500 budget over the five year period for instructional supplies. At this moment the instructional

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supplies budget is sufficient to meet the needs of the Political Science program. The program also remained within its publications and dues budget. With the increased cost of professional association dues and publication costs and the increased demand for publication resources by the program's full-time professor it is expected that the current budget allocation of \$200 annually will need to be increased to \$350 annually.

Revenue generated by the Political Science program has remained strong over the five year period. A sharp decline did occur in FY12 due to a sharp decline in enrollment. Table 2 Row A of the data table does not include overall yearly college enrollment numbers, thus, it is uncertain whether the downturn was a reflection of a college wide decline in enrollment numbers or unique to Political Science. Since FY12 both enrollment and revenue have continued to increase for the Political Science program. The program's net income was over \$56,000 over the five year period. This revenue generation does not include the revenue generated from the GOV 164 course, which is not included in the program review.

### Transfer Program Quality

**Prompts:** *Do the program and the program's courses provide quality and pertinent educational opportunities for students? What steps need to be taken to update or improve the program or the program's courses? Describe any programmatic achievements.*

**Possible topics to discuss:** Fulltime to part-time faculty ratio, amount of overload, class sizes, communication practices between full-time and part-time faculty (including dual credit), professional development of faculty, grade distributions, success of students in classes with prerequisites, course scheduling (sequencing), convenience of class schedule (day, evening, online course availability), relevance of equipment. Any irregularities between ethnic groups or gender could be noted for many of the categories above.

The types of and quality of materials and equipment could also be discussed here along with facility quality.

**The following topics MUST be discussed in this section to satisfy ICCB and HLC guidelines:** retention rates, degree completion rates, proportion of faculty participating in assessment (FT and PT including dual credit) and the impact of academic assessment on the program.

**Available Data Sources:** Student surveys, Table 1A, Table 1B, Table 2, Table 4A, Table 4B, Table 5A, Table 5B, Table 6, Assessment Data Base, College Dashboard, program surveys, focus groups, interviews, etc.

**Response to prompt (identify strengths and challenges).** In your narrative, please refer to the data sets or evidence you have chosen to support your case.

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The Political Science program continues to provide quality and pertinent educational opportunities for students. All course outlines are up-to-date and have been submitted to IAI for approval as part of this program review process. The Political Science full-time faculty continues to engage in professional development both within and outside the college. All full-time faculty participated in the assessment process. The one part-time instructor has not participated. Their participation will begin this semester as a result of the program review process. Course content, specifically in the GOV 163 and GOV 261 courses, have been modified to account for assessment results. Greater time is spent on the federalism issues in GOV 163 in addition to adding updated videos and worksheet material for the constitutional and political behavior/ideology unit content. Expanded critical thinking exercises have been added to prepare students for the policy paper in the GOV 261 course along with PowerPoint slides to help direct students towards critical content areas. Short knowledge summary papers also allow faculty to gain feedback on student comprehension of course material in GOV 261.

Average class size in Political Science classes is appropriate. GOV 163 American Politics and Government maintains the highest average class size of 20 students. As the introductory government course and the government course selected the most by students for general education credit, the higher class average is expected and normal. As the classes become more specialized the average class size declines.

Retention Rates: In FY11, FY13, and FY14 the program had a retention rate for majors from Fall to Spring of 77%, the same as the five-year college average. In FY12 and FY15 the program retention rate for majors from Fall to Spring was 27%. In FY14 and FY15 the program had a 73% retention rate for majors from Fall to Fall, compared to the college average of 60%. Across FY11, FY12, and FY13 the program had a 30% retention rate for majors from Fall to Fall. The number of Political Science majors upon which these numbers are calculated is low, no more than six students in a given year or semester. Thus, small shifts in numbers in either direction create large changes in the percentage data.

Of the declared majors, 3 out of 23 students completed their associate degree at Sauk. Nine students completed their GECC. Two students completed the bachelor's degree. Many Political Science majors attend Sauk to earn general education credits and then move to the university level without completing the associate degree. Only GOV163 American Government is required by IAI for Political Science transfer students. As such, students are not necessarily working towards completing an AA or AS degree. While the number of declared majors has declined, the number of courses/credits those students are taking in the Political Science program at SVCC has increased.

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**Focused Questions from the Administrative Review Team (ART)**

Question 1. Enrollments in some GOV classes are quite low. Would it be fair to students to offer GOV 232 and GOV 233 only once per year (e.g., GOV 232 in the fall and GOV 233 in the spring) in order to bring up the enrollments in those particular classes? Explain.

Response to question 1 (please refer to any data sets or evidence to support your case):

Government 232 is offered only in the Fall. It was offered as a part of the first Winter term experiment in 2014. The offering of GOV 232 in the Winter term was based on the assumption that students seeking classes during the Winter term would have already completed GOV 163 American Politics and Government and would desire an alternative course. Government 232 was offered to meet this demand.

Government 233 was created to meet two objectives. First, to expand the course offerings in the Political Science program to allow Sauk students to take more Political Science courses at SVCC. It has succeeded in this regard for the Political Science program. Second, because the course is designed to meet the IAI diversity requirement it was anticipated that the class would pull in non-Political Science students seeking to meet their diversity course requirement. The intent was to offer the class each semester and build enrollment. The course has been less successful in this regard. Part of this may stem from the course title. Lastly, it was discovered during the program review that GOV 233 and GOV 232 have been assigned the same IAI code, although both courses were developed around separate IAI course descriptions. The error is in the process of being corrected. The impact on enrollment as a result of the miscoding is unknown. At this time the course will continue to be offered and enrollment will be monitored to evaluate any change in enrollment numbers as a result of the IAI code correction. If enrollment does not increase an alternative course will be considered.

Question 2. The completion rate for political science majors is lower than average. What suggestions do you have to improve completion rates of political science majors?

Response to question 2 (please refer to any data sets or evidence to support your case):

Sauk's completion rate for certificates and degrees combined is 33 percent. The completion rate for degrees only at Sauk is 15 percent. The Political Science program's completion rate of 13 percent is in line with the college wide degree completion rate. Strategies to improve on the college average may include meeting program majors on an individual basis at the start of each semester. Such communications can be useful in introducing students to the program and may provide students an opportunity to address questions and concerns about the Political Science major. Given the small number of program majors, however, a small shift in degree completion numbers in either direction has a significant effect on the program average. Further, the reason why any single student decides to earn an associate degree versus earning only transfer credits is difficult to determine. Creating strategies to increase degree completion rates is challenging without first knowing the reasons why students

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do not opt for degree completion. This information may be something that can be gauge with greater accuracy through feedback from program majors via the individual meetings. I do believe a greater focus on promoting degree “security” can be emphasized to students. My doctorate program encouraged PhD candidates to earn a master’s degree along the way as a fallback if students did not complete the PhD. The same can be done for Sauk students intending to transfer to bachelor programs. Further, the new reciprocal agreement which allows students to transfer bachelor credits back to Sauk for an associate degree can be a point of emphasis. Informing students of this option at various points in the student’s Sauk career, including the registration process and the individual meetings at the program level, can make students aware of this option and potentially boost degree completion rates over the long-term.

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**Responses to Program Challenges.** Every program has challenges it must overcome. This program review process allows Sauk employees to identify those challenges and then create a plan to overcome those challenges. Please describe the program’s challenges and the purposed response below. These responses will be added to the Operational Planning matrix found below.

**Response to Challenges:**

The main program challenges are related to the topics raised and addressed in the above focused questions. Declining college wide enrollment will make it difficult to maintain or expand the number of program majors. Declining college wide enrollment will likely further result in lower overall course enrollments. It is hoped the individual meetings will be seen as a resource to facilitate student completion of the Political Science degree and enrollment in Political Science courses.

While college wide enrollment numbers will likely decline over the coming years, it may be possible to have those students complete more of their courses at Sauk prior to transferring. In this regard I will explore the possibility of expanding the Political Science course offerings by adding an Introduction to Political Science course or a topics course. I will also monitor the GOV 233 course enrollment. If enrollment does not increase after the IAI code change the course offering may need to be scaled back or replaced with an alternative course.

Another challenge is finding appropriate and quality open educational resources in the Political Science field. Moving to an OER resource is something I want to use in the American Government course. Ideally, I would like the OER resource to already be loaded into the LMS classroom for students prior to the first day of class. Finding the appropriate resources is the current challenge.

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**Program Bookkeeping Tasks**

<b>Task List</b>	<b>Description of Task</b>	<b>Is the task complete?</b>
<b>Course outlines</b>	Please review all course outlines for the courses listed at the top of this document and send it to Curriculum Committee for approval. ALL outlines must go through Curriculum Committee even if no or few changes were made.	[Yes ]
<b>Catalog descriptions</b>	Please review catalog descriptions of the program. If there are changes to the program description, please send it to the Curriculum Committee for approval.	[Yes ]
<b>Course descriptions</b>	Please review course descriptions found in the catalog that are listed at the top of this document. If there are changes to the course descriptions please send them to the Curriculum Committee for approval.	[Yes ]
<b>1.1 transfer completion list</b>	ICCB expects the college to maintain current articulation agreements for all <u>1.1 transfer courses</u> . IR* will use the following link to create a master table that shows the current articulation agreements for the program's courses. <a href="http://www.svcc.edu/students/equival.pdf">http://www.svcc.edu/students/equival.pdf</a>  <i>*This task will be completed by IR Department.</i>	[IR will take care of this. ]

**Author's Final Recommendation**

<b>Recommendation</b>	<b>Check only one</b>
Continued with minor improvements	[X ]
Significantly modify the program	[ ]
Discontinued/Eliminated	[ ]
Other, please specify:	[ ]

<b>Signature/Date</b>	<b>Program Review Team Member</b>	
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	[Paul R. Edleman, PhD ]	Chair
	[James A. Wright, PhD ]	Member
	[Kris A. Murray ]	Member

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**Program Review.** Items from the program review will be entered here. *After this program review is complete and approved, transfer (paste and copy) the items below to your FY 2016 Operational Plan.*

*\* Use the origination code PR 2015.*

<b>Origination Code*</b>	<b>Date Activity was Added to this OP (MM/DD/YYYY)</b>	<b>Name(s) of Individual(s) Responsible</b>	<b>Description/Purpose/Justification of Proposed Activity</b>	<b>Goal/Desired Result from Activity (measurable and under department's control)</b>	<b>Target Completion Date for This Activity (MM/DD/YYYY)</b>	<b>Actual Results from this Activity</b>	<b>Actual Completion Date for this Activity (MM/DD/YYYY)</b>
<b>Comments:</b>							

## ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

### Required ICCB Program Review Report

Sauk Valley Community College (506)

Academic Year 2015 - 2016

Academic Degree (discipline)	Political Science
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#### Summary

*Objectives: What are the objectives of the course and sequences of courses (such as developmental through college-level) in the discipline? To what extent are they being achieved?*

As a part of the Political Science program students will:

- Explain the relationships between political and cultural ideas of various societies, including the American society;
- Describe governmental institutions and legal structures;
- Describe the political systems and institutions of various countries, identify international, regional, and transnational organizations, and explain the relationships between nations and between international institutions;
- Analyze and evaluate political phenomena;
- Evaluate political decisions and policies;
- Examine the social-psychological sources and the historical-cultural origins of political attitudes, behaviors, and policy choices; and
- Demonstrate knowledge of the capacities, characteristics, and skills needed to participate effectively and democratically in society.

The program is achieving these objectives through a variety of classes that expose students to political science concepts related to state, national, and international perspectives on politics and society.

*Need: It is expected that there is a continuing need for courses in each of the academic disciplines, but is the array of courses offered appropriate to meet the needs of students and support academic programs?*

The array of courses in the Political Science program are appropriate to meet student and program needs at this time. However, additional IAI Political Science course may be developed to expand the program's course offerings further.

*Cost-effectiveness: What steps can be taken to offer courses more cost effectively? Are there needs for additional resources?*

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The only additional resource requested at this time is an increase from \$200 to \$350 to meet the growing cost of professional membership dues and publication resources.

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*Quality: Based on the results of assessment and other information about courses and sequences of courses in the discipline, what steps need to be taken to update or improve instruction? Describe any programmatic achievements already achieved or are planned for the future.*

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Program content is up-to-date and all courses have been submitted to IAI for renewal as part of the program review. GOV 233 will be submitted to IAI to correct the IAI miscoding.

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*Transfer Courses: Generate a list of 1.1 transfer courses within the discipline and action taken to obtain current articulation agreements.*

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GOV 163 American Politics and Government  
GOV 232 Introduction to Comparative Politics  
GOV 233 Politics of the Developing World  
GOV 261 International Relations

All classes are IAI approved.

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<b>Program Review Committee &amp; Administrative Review Teams Recommendations</b>	
<b>This Program Review is considered complete.</b>	
<b>The following are the recommendations from the Program Review Committee and the Administrative Review Team:</b>	
1. The program budget will be increased slightly to allow Dr. Edleman to purchase an online subscription to the NY Times. He is also encouraged to investigate the price for having his students subscribe to the NY Times so they can use the newspaper as an additional resource for the program. This could be added to the course fees if necessary to pay for it. However, the newspaper is available to students (full-text and current) through the Academic OneFile research database. A stable URL for an online article could be provided to students if requested by Dr. Edleman.	
2. Investigate, in conjunction with the Online Taskforce, having the Political Science program available completely online.	
3. GOV 233 has the wrong IAI code (was coded as GOV 232). Update as needed.	
<b>Signature of the Program Review Committee Chair</b>	

<b>President's Recommendation</b>	
<b>The Program Review has been reviewed.</b>	
<b>The following are the recommendations from the President:</b>	
<b>President's Signature/Date</b>	