

PROGRAM REVIEW Fall 2022

Program: Occupational Safety and Health

Division: Science, Technology, Engineering and Mathematics

Date:

Writer(s): Natalie Kellner

SLO/SAO Point-Person:

Audience: Deans, Vice Presidents of Student Services and Academic Services, All Planning and Allocation Committees. This document will be available to the public.

Uses: This Program Review will be used to inform the campus and community about your program. It will also be used in creating Division Summaries, determining College Planning Priorities, and allocating resources. The final use is to document fulfillment of accreditation requirements.

Please note: Program Review is NOT in itself a vehicle for making requests. All requests should be made through appropriate processes (e.g., Instructional Equipment Request Process) or directed to your Dean or supervisor.

Time Frame: This Program Review should reflect on program status during the 2022-23 academic year. It should describe plans starting now and continuing through 2023-24.

Sections: There are two sections to this document. Sections and questions identify the name of the committee or office that will use the information and where you can get additional help.

- The first section focuses on general program reflection and planning.
- The second section focuses on data analysis, including SLOs/SAOs/PSLOs
- The final section is a review of your pathway maps and curriculum, to be filled out only by programs with curriculum offerings.

Topics: The Program Review Glossary defines key terms. Writers should review this glossary before writing: <https://bit.ly/2LqPxOW>

For Help: Contact Nadiyah Taylor: ntaylor@laspositascollege.edu.

A list of contacts for help with specific sections is provided on the Program Review website under the “tools for writers” tab. [<https://bit.ly/3fY7Ead>]

Instructions:

- 1) Please respond to each question with enough detail to present your information, but it doesn't have to be very long.
- 2) If the requested information does not apply to your program, write "Not Applicable."
- 3) Optional/suggested: Communicate with your dean while completing this document.
- 4) Send an electronic copy of this form to Nadiyah Taylor and your dean **by November 1, 2022**

Helpful Links:

[Program Review Home Page](#)

[Fall 2021 Program Reviews](#)

[Frequently Asked Questions](#)

Throughout this document you'll see that equity is a guiding principle.

Here is the LPC definition:

Las Positas College will achieve equity by changing the impacts of structural racism, ableism, homophobia, and systematic poverty on student success and access to higher education, achieved through continuous evaluation and improvement of all services. We believe in a high-quality education focused on learning and an inclusive, culturally-relevant environment that meets the diverse needs of all our students.

LPC Equity Definition: Equity is parity in student educational outcomes. It places student success and belonging for students of color and disproportionately impacted students at the center of focus.

Section One: Your Program In 21-22 – Please check N/A where relevant

A. Accomplishments: Identify accomplishments from the 21-22 AY.

Some areas you may want to note in your explanation are:

- Did your accomplishments support your program's plans identified in 21-22 PR
- Did they relate to guided pathways, and/or
- Did they support areas in the equity definition above

_____ N/A

Accomplishments
1 RADs 40A offered on campus Fall 22 semester via live instruction
2 Inclusion of multiple OSHA training workshops in OSH curriculum including OSHA 10-Hour training in General Industry & Construction Standards; students able to achieve OSH Training Cards/Certificates
3 Implementation of a 2 nd Certificate of Achievement (High Unit)
4 OSH classes continue to have strong enrollment; 20+ in each class

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B. Challenges, Pain Points, and Needs:

What significant challenges or obstacles did your Program face during AY 21-22 especially related to accomplishing program goals/plans? You may want to consider areas in the equity definition on page 2.

_____ N/A

Challenges/Pain Points/Needs
1. Loss of 2 of 4 Adjunct Faculty members, Jonathan Scruggs & Sophia Uchiyama
2. Identify pipeline for future students entering the OSH Program
3. Development & implementation of a Lab component in OSH/RAD classes
4. Development of internship/job shadowing opportunities for students

5. Establishing course equivalencies between OSH/RAD classes and OSHA Training Institute courses
6. Maintaining adequate enrollment in RADS classes
7. Revitalizing the ES&H Advisory Board; identify local employers other than LLNL
8. Students (many from out of the area) have become comfortable with the on-line delivery method making it difficult to return to the classroom

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C. Reflecting on your program's experiences from 2020 - to 2022, what innovations or new processes did you integrate that you would like to continue?

_____ N/A

The OSH Program has recovered well from the onset of the pandemic. Created DE addendum for every class. Online instruction delivery increased enrollment in OSH classes leading to consideration of Hy-flex instruction going forward.

D. Explain one way that your program is connected to the College Mission and/or Educational Master Plan. Identify the specific elements.

- [College Mission](#)
- [Educational Master Plan](#) (see pages 72-76)

_____ N/A

The OSH Program supports student completion of career technical goals. Enrollment in OSH/RADS courses is representative of a diverse group of students in terms of race-ethnicity groups, gender, age and veterans. The OSH Program is connected to A.4: providing students with technical skills necessary for positions in occupational safety and health.

E. Planning: What are the most important plans, either new or continuing, for your Program?

_____ N/A

Plan	New	Continuing	Short term	Long term
Determine how to bring online students back to campus	X			X
Increase enrollment in RADS 40A class		X		
Identify employer pipeline of students entering the OSH Program	X			X

Tab to add more lines as needed

F. If you have outreached to students in your department, program, or classes, please share information about what you discovered and how you have used the feedback.

_____ N/A

Describe student outreach used to gather feedback. For example, through surveys, conversations, etc.	Conversations with students during class sessions
What did you learn?	Many students have indicated: ● On-line delivery is the reason they are able to enroll in classes at Las Positas ● Schools across the State lack degree options in Occupational Safety & Health ● Math skills may be lacking among some students due to time since being in school (small sample size) ● Has led to 1 student dropping RADS 40A Fall 22 semester ● Elementary Algebra recommended for RADS 40A; class has been dropped from curriculum
How will you use the feedback?	Explore ways to continue on-line instruction, e.g., HyFlex Explore ways to assist RADS 40A students with math skills

G. Are there institutional barriers to the equity work that your program would like to engage in, and what suggestions do you have for minimizing or eliminating these barriers? (See page 2, for the equity definition)

____N/A

Barrier	Suggestions
Recommended math class is no longer offered at Las Positas College which may present students issues with the quantitative side of RADS classes	• Work with the Math department to explore ways they could support students having difficulty with the quantitative part of RADS classes • Explore the potential to embed a math tutor in class sessions to help students with calculations • Determine if NMAT 202 (non-credit math class available free of charge) can be used to help students taking evening classes

Section Two: Data Analysis – Quantitative and Qualitative

A. IR Data Review: Discuss any significant trends in the data provided by the Office of Institutional Research and Planning (or any other data you use for decision-making and planning).

(Note: Not all Programs have IR data available; if your program does not have a data packet or dashboard data, you may note that in the response box.)

- IR Data packets are available here (posted Fall 22): <https://bit.ly/2lYaFu7>
- Course Set Standard Overview & Success Rates Dashboard can be found in the middle of this page: <https://bit.ly/2Y9vGpl>

OSH:

- Female enrollment has decreased from 61% in Spring 2018 to 19% in Spring 2022
- 70 – 80 percent of enrolled students (2018 – 2022) are 30 years old or older
- The majority of enrolled students are continuing students
- The majority of enrollments are part-time students seeking Occupational Certification or Job Training; approximately 25% of students are seeking the A.S. Degree
- Student success rates remain at or above 90%

RADS:

- Data for RADS classes is similar to that of the OSH classes; these classes typically have less enrollments comprised of students seeking the A.S. degree

B. Program-Set Standard (Instructional Programs Only):

The program-set standard is a baseline that alerts programs if their student success rates have dipped suddenly. There are valid reasons a program does not meet the Program Set Standard; when a program does not meet this standard, they are simply asked to examine possible reasons and note any actions that should be taken, if appropriate.

[Program-set standard data can be found on this page](#)

- Did your program meet its program-set standard for successful course completion?

XX Yes No

- If your program did not meet your program-set standard, discuss possible reasons and how this may affect program planning or resource requests.

C. SLOs/SAOs: Assessment of Student Learning and Support

Program Review is our major source of data on student learning for the college and is therefore regularly reviewed. *Each year programs must discuss how their PSLOs, CSLOs, or Service Area Outcomes (SAOs) support the College Mission. This helps us to see how our students are progressing in their learning.*

For assistance with these questions and instructions on how to run the necessary reports in eLumen, [click here](#).

You should complete at least one of the following three sections. Please choose the option(s) below that are appropriate for your program - Go directly to the section(s) you chose.

- [C1: Instructional Programs with PSLOs \(disaggregated PSLOs\)](#)
- [C2: Instructional Programs with CSLOs \(Departments without degrees, non-major courses, and/or other courses up for assessment\)](#)

- C3: Non-Instructional Programs (SAOs)

C1: Instructional Programs with PSLOs (disaggregated PSLOs)

- 1) To assess PSLOs, CSLOs must be correctly mapped to only one PSLO within eLumen and every mapped CSLO must have assessment data. Please insert a checkmark in one of the following options that correctly describes your data and move on accordingly.
 - a. If the CSLOs are mapped correctly and there is data for each CSLO, then continue to question 2.
 - b. If the CSLOs have assessment data and the mapping needs to be completed, then complete the mapping within eLumen ([See SLO Handbook, p. 7](#)) and continue to question 2.
 - c. If not all of the mapped CSLOs have assessment data, then you cannot assess the PSLO. In this case, continue to question C2.
2. Based on your current [3-year plan](#), list the PSLO(s) for the academic year 2021-2022 that your program selected to review and explain why these were chosen.

Help is needed in this area (this is the first time working this for the OSH Program). Status:

- There is a 3-year assessment plan for the RADS classes
- There is no 3-year assessment plan for the OSH classes
- OSH (degree program) currently has course CSLOs, not PSLOs
- RADS has CSLOs which meet requirements for non-degree programs

RADS 40A CSLOs that will be assessed (Fall 22):

- Upon completion of RADS 40A, the student will be able to:
 - Assess hazards associated with the use of ionizing radiation
 - Determine biological effects and risks from radiation exposure
 - Identify the basic principles of atomic energy, radioactivity and decay

RADS 40B CSLOs that will be assessed (Spring 23):

- Upon completion of RADS 40B, the student will be able to:
 - Evaluate data from radiation measurement equipment
 - Identify emergency response resources at the federal, state, international, and industry levels
 - Identify proper instruments for characterization of radiological conditions

RADS 40C CSLOs that will be assessed (Spring 23):

- Upon completion of RADS 40C, the student will be able to:
 - Describe requirements for safe transportation of radiological materials
 - Determine pathways for radiological transport in the environment and sampling strategies

- Identify appropriate waste disposal processes

OSH 50 CSLOs that will be assessed (Fall 22):

- Upon completion of OSH 50, the student will be able to:
 - Articulate the historical development of occupational safety in the U.S.
 - Discuss the various occupational safety and health disciplines and related roles and responsibilities
 - Implement basic safety management principles, including hazard determination and control identification, development and implementation of effective training programs, accident investigation, and OSHA required record-keeping and reporting
 - Write an effective health and safety program that complies with OSHA requirements and adequately protects workers

OSH 67 CSLOs that will be assessed (Spring 23):

- Upon completion of OSH 67, the student will be able to:
 - Assess the applicability of current regulations to their organization and regulatory trends needing incorporation into their health and safety program
 - Describe the responsibilities of the employer and the employee under the OSH Act
 - Discuss the structure of an OSHA inspection and the role of the safety specialist when an OSHA inspection occurs at their workplace
 - Discuss key aspects of code regulations, including life safety, fire safety and building codes, the function of regulatory agencies, and their impact on the role of the safety specialist
 - Measure safety performance by calculating key injury/illness statistics and comparing those results to industry averages

2) What percentage of faculty completed the planned assessments for the selected PSLO? ([run Faculty Participation report](#) from last year). 0 %

3) Non-disaggregated Analysis of PSLO(s): In general, what conclusions can be drawn about student learning in your program?

Unable to ascertain.
Need to work with new RADS Instructor to determine how RADS CSLOs will be assessed.
OSH Program CSLOs will be assessed through quizzes and exams.

4) Disaggregated Analysis of PSLO(s) to identify potential inequity: Disaggregation allows you to examine inequities in student learning outcomes within sub-populations in your program. [See the Guide](#) for instructions on how to disaggregate PSLO data.

Which variables did you use to disaggregate the data? Mark all the apply.

Unable to do #4.

- Gender
- Age
- Ethnicity
- EOPS
- Veteran
- BOG Recipient
- First Generation
- DE
- Online
- Hybrid
- Fact-to-Face

5) Did your data reveal any patterns of inequity? If so, please explain those patterns.

N/A

6) Identify any challenges facing your department that may contribute to inequitable outcomes as revealed by your disaggregated PSLO data. (Refer to section 1B if needed)

N/A

7) Based on discussion with others in your program, explain potential changes that will improve student learning and address inequities identified through analysis of disaggregated PSLO data.

No underlying data at this time.

8) The 2022-2023 Academic year is the last year in our 3-year assessment cycle. [Please review your 3-year plan](#) and verify that all of your courses will be assessed by June 2023.

Will all of your courses be assessed by June 2023?

X Yes No

If not, please update your 3-year plan to include any courses you missed or if you plan to revise your 3-year plan, then send your updated plan to the [Curriculum and SLO Specialist, and the SLO Chair](#).

9) Are you planning on updating any CSLOs or PSLOs?

_____ YES ____ X ____ NO

(If yes, then you may do this through eLumen, see the [SLO Handbook](#) if you need instructions on how to do this.)

- 10) If you experienced any challenges in completing your PSLO assessment process please list those in the box below along with any items that would help you improve this process in the future.

Help is needed to create the 3-year assessment plan for the OSH Program.

C2: Instructional Programs With CSLOs - Departments without degrees, non-major courses, and/or other courses up for assessment

1. Based on your current [3-year plan](#), list the CSLO(s) for the academic year 2021-2022 that your program selected to review and explain why these were chosen.

2. What percentage of faculty completed the planned assessments for the selected CSLO? (run [Faculty Participation](#) report from last year). _____%

3. [Using the CSLO data and reflection questions](#), what are some conclusions?

4. List changes that you plan on making to improve student learning.

5. The 2022-2023 Academic year is the last year in our 3-year assessment cycle. [Please review your 3-year plan](#) and verify that all of your courses will be assessed by June 2023.

Will all of your courses be assessed by June 2023?

____ Yes ____ No

If not, please update your 3-year plan to include any courses you missed or if you plan to revise your 3-year plan, then send your updated plan to the [Curriculum and SLO Specialist, and the SLO Chair](#).

6. Are you planning on updating any CSLOs?

____ YES ____ NO

(If yes, then you may do this through eLumen, see the [SLO Handbook](#) if you need instructions on how to do this.)

7. If you experienced any challenges in completing your CSLO assessment process please list those in the box below along with any items that would help you improve this process in the future.

C3: Non-Instructional Programs (SAOs)

1. Based on your current [3-year plan](#), list the SAO(s) for the academic year 2021-2022 that your program selected to review and explain why these were chosen.

2. What percentage of staff completed the planned assessments for the selected SAO(s)? (run [Faculty Participation report](#) from last year). _____%

3. Based on discussion with others in your area: Using the [SAO data and reflection questions](#) or other sources of data, what conclusions can be made?

* If you used other sources of data, briefly explain below.

4. List changes that you plan to improve outcomes in your service area.

5. The 2022-2023 Academic year is the last year in our 3-year assessment cycle. Please review your [3-year plan](#) and verify that all of your courses will be assessed by June 2023.

Will all of your courses be assessed by June 2023?

☐ Yes ☐ No

If not, please update your 3-year plan to include any courses you missed, or if you plan to revise your 3-year plan, then send your updated plan to the Curriculum and SLO Specialist, and the SLO Chair.

6. Are you planning on updating any SAOs?

☐ YES ☐ NO

(If yes, then you may do this through eLumen, see the SLO Handbook if you need instructions on how to do this.)

7. If you experienced any challenges in completing your SAO assessment process please list those below, along with any items that would help you improve this process in the future.

Note: There is an opportunity to give feedback on the PR template on the last page if you won't be completing the next sections

Section Three: Guided Pathways & Curriculum Review

(Programs with Courses Only)

For assistance with these questions, contact the [Curriculum Committee Chair](#)

Part One: Guided Pathways: Your program's work with guided pathways

A. Program Maps - [The Program Maps \(degree and certificate course sequences\) are found in Academic & Career Pathways](#)

Up-to-date Program Maps are used by students in your pathway, for data collection to support in-reach to students in your Pathway, predictive scheduling recommendations for Discipline Plans, and may influence the allocation of FTEF.

Please compare each Program Map to your current course offerings and course sequencing. Pay close attention to prerequisite information and to classes that may only be offered particular terms.

1) Are your Program Maps accurate?

- **Yes, all of my maps are accurate**
- No. The Program Map for _____ (degree/certificate name) _____
Requires an update
 - Requires a **non-curricular change** (ie: course sequencing) Please consult your [Pathway counseling faculty liaison](#)
 - **Curricular Change** (Program modifications) - Modifications are initiated through the Curriculum Committee. For mapping support contact the [Curriculum & SLO Specialist](#).

Part Two: Curriculum Review

For assistance with this section, contact the [Curriculum Committee Chair](#).

The following questions ask you to review your program's curriculum. To see the last outline revision date and revision due date follow the directions below:

1. Log in to CurricUNET
 2. Select "Course Outline Report" under "Reports/Interfaces"
 3. Select the report as an Excel file or as HTML

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A. Title V Updates [Curriculum Committee]: Do you need to update any courses to stay within the 5-year cycle? List courses requiring updates below.

Reminder: updates to course title or units, and course deactivations, will require updating any program they are associated with. List programs requiring updating in question (C).

XX YES No

Course Name & Number
The following courses are due 12/4/22:
OSH 50 Intro Occupational Safety/Hlth (Active)
OSH 60 Elements of Industrial Hygiene (Active)
SH 67 Comp Regulatory Requirements (Active)
RADS 40A Radiation Safety (Active)
RADS 40B Emergency Response and Monitoring (Active)
RADS 40C Safety Controls and Regulation (Active)

B. Degree/Certificate Updates [Curriculum Committee]: Do any programs require modification in this cycle? If yes, list them below.

Reminder: Program modifications sent to the Curriculum Committee for approval require an updated Program Map. For mapping and curriculum support please contact the [Curriculum & SLO Specialist](#).

 YES XX No

Certificate or Degree

C. Are there any courses or programs for which a non-mandatory update is planned?

Reminder: Program modifications sent to the Curriculum Committee for approval require an updated Program Map. For mapping and curriculum support please contact the [Curriculum & SLO Specialist](#).

_____ YES XX Not at this time

If yes, explain details, rationale, or any support that might be helpful to the committee.

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D. Does your program plan to create any new courses or programs this year?

Reminder: New program proposals require a Program Map for Senate approval. Please **contact the [Curriculum & SLO Specialist](#) if you are planning a new program.**

_____ YES XX No

If yes, please provide details and the rationale

Note: Previous intentions to have OSH classes connect (establish equivalencies) with OSHA Training Institute course offerings did not occur as sufficient time was not available to complete the project.

E. Are there any courses that you plan to deactivate or sunset?

_____ YES XX No

Course Name & Number

Program Review Suggestions (optional): What questions or suggestions do you have regarding this year's Program Review forms or process?

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