

**Career Education Program Two-Year Review
Program Efficacy Report
Spring 2015**

Name of Department: Human Services

Efficacy Team: David Smith and Todd Heibel

Overall Recommendation (include rationale): Continuation

The Human Services Department provides a valuable service to our students, community, and area employers. It is astounding that only two full-time faculty, with the able assistance of 25 part-time faculty, have accomplished so much. With full realization that this two-year review is meant to be brief, inclusion of additional data tables would reinforce the overall narrative. The authors of this report fully anticipate that the department will provide more robust data and narrative within the subsequent efficacy document. Nonetheless, the department and its two-year review warrant a recommendation of “continuation.”

1. Purpose of this Program: Meets

Efficacy Team Analysis and Feedback: In spite of a decided lack of full-time faculty – there are only two full-time faculty when load could support five – the Human Services Department serves a vital purpose and continues to meet student, community, employer, and regulatory needs. The purpose and “mission” continue to be refined through advisory committee input, departmental surveys of students, liaisons with social service and counseling organizations, and the dedication of committed full- and part-time faculty.

2. Demand for this Program: Meets

Efficacy Team Analysis and Feedback: Although the requisite, basic information is included (e.g. FTEF, efficiency, degrees and certificates earned, etc.), the addition of FTES, success, and retention tabular data would benefit this section without significantly adding to the length of the document. These data are discussed within the narrative, but specific data are not included. Labor market, student survey, and advisory input data could also be included in this section to show employment demand and placement (e.g. number of students gainfully employed within the field). Although addressed within the previous section (Purpose of Program), a brief nod to the dramatic increase in certificates and degrees earned would also bolster this section.

3. Quality of this Program: Meets

Efficacy Team Analysis and Feedback: The Human Services Department is accredited through several state and national agencies, and all courses transfer to CSU and UC campuses. The narrative could be further strengthened with job placement, employer demand, and/or advisory committee feedback (which the authors of this report suspect is overwhelmingly positive). Nonetheless, it is clear that the Human Services Department professionally and rigorously upholds and adheres to state and national standards.

4. External Issues: Meets

Efficacy Team Analysis and Feedback: The department consults with and adapts to input from a variety of external sources, including industry advisory committee, open community forums, Perkins Grant, accrediting agencies, and professional experts. It is clear that the department takes this input seriously. This greatly benefits all students who matriculate through the certificate and degree programs. The addition of tabular data, including Perkins Core Indicators, advisory committee input, community forum input, and job market/placement would further benefit this section. Perhaps the professional expert can assist the two overworked, full-time faculty in this endeavor.

5. Cost of this Program: Does Not Meet

Efficacy Team Analysis and Feedback: It is clear that the Human Services Department has insufficient full-time faculty coverage. With a looming retirement, the situation will become more dire. While the dearth of faculty is a crucial issue, it would be beneficial to evaluate tabular budgetary data, including instructional supplies, non-instructional supplies, equipment, and travel (including buses, conference attendance, etc.). The authors of this report suspect that, even with Perkins funding, budgets are insufficient to meet ongoing and future needs.

6. Two-Year Plan: Meets

Efficacy Team Analysis and Feedback: The department provides a clear roadmap to solve pressing issues, as well as meet ever-changing industry needs. For example, the clarion call to hire one or more full-time faculty is reiterated. Curricular changes, at both course- and certificate-level, are enumerated and justified, as is the reestablishment of off-site and on-line courses. This section integrates well with other sections within the two-year review document, as well as original EMP document.