

**Career Education Program Two-Year Review
Program Efficacy Report
Spring 2016**

Name of Department: Machine Trades

Efficacy Team: Paula Ferri-Milligan, Kay Weiss, Joel Lamore

Overall Recommendation (include rationale): CONTINUATION

The program shows understanding of its purpose, issues facing the program and a plan which broadly addresses these. Of concern, however, is declining enrollment and productivity. The drop in certificates and degrees because students take only the courses they need means that collecting data about these students and tracking them is critical, yet there is no plan to collect that information. The hiring of a full-time instructor should allow the program to address these, as it will be critical that by the full efficacy report in two years that clear progress is made. The document lacks an advisory committee signature, and it is important that the report have been reviewed by that body.

1. Purpose of this Program: MEETS

Efficacy Team Analysis and Feedback: The program has clear purpose, with no real changes to that mission. Brief discussion of target population would have been useful.

2. Demand for this Program: DOES NOT MEET

Efficacy Team Analysis and Feedback: The program states that there is high demand, though data discussed shows clear, but far more modest demand. There is no discussion of actual demand for courses, fill rates, etc. Though the program mentions local industry sending students for conventional machine training, this is a too vague to provide real information on demand.

3. Quality of this Program: MEETS

Efficacy Team Analysis and Feedback: Though the team believes the program meets the threshold for a MEETS here, there were some weaknesses. The shortfall of certificates and degrees is discussed, and the explanation given about students only taking the few classes they need for jobs or advancement is plausible. They note there is no current way to track these, but given that understanding and quantifying this is critical to the program, some plan for capturing that info might have been discussed. Data must be obtained to show employment success along with the certificate/degree info to be able to demonstrate program quality and viability.

4. External Issues: MEETS

Efficacy Team Analysis and Feedback: The program demonstrates a clear understanding of the legislation, certifications and mandates that impact the program. In particular, the program seems eager to make us of the Work Force Innovation and Opportunity Act, which supports more enrollment in career pathways.

5. Cost of this Program: MEETS

Efficacy Team Analysis and Feedback: Drop in enrollment is explained as tied to reduction in available instructors (including a full-time instructor). There will be an expectation that once the new full-time instructor is installed, that enrollments will need to increase. The program discussed the cost challenges of purchasing updated equipment and supplies.

6. Two-Year Plan: MEETS

Efficacy Team Analysis and Feedback: Plan items are clear and connected to issues discussed throughout document. A plan to collect data on those leaving without certificates or degrees for employment, however, should be included.