

EXECUTIVE SUMMARY FOR PROGRAM REVIEW

*The Executive Summary will be presented to Fleming College’s Academic Council and Executive Leadership Team for information and feedback. The Executive Summary will also be provided to Fleming College’s Board of Governors.*

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| Subject: | School of Trades and Technology, Program Review Report  |
| Program Name: | Electrical Techniques and Electrical Engineering Technician |
| Presented By: | Maxine Mann |
| Action: | For Discussion / Information  |

SOURCE

* Fleming College’s Curriculum Renewal and Program Review (College Policy 2-207)
* Fleming College’s Quality Assurance Policy (College Policy 2-213)
* Board of Governors By-law (1-102 - reference section 39.6)
* Academic Council Terms of Reference (https://department.flemingcollege.ca/vpa/academic-council/terms-of-reference/)

Reference Documents

* Ministry of Training Colleges and Universities: Minister’s Binding Policy Directive, Framework for

Programs of Instruction http://www.accc.ca/ftp/es-ce/MTCUCollegeFramework.pdf

* Guidelines for the Program Review and Curriculum Renewal process and templates are located on the Centre for Learning and Teaching Website. http://flemingclt.ca
* Ontario College Quality Assurance Service - http://www.ocqas.org

BACKGROUND

Fleming’s quality assurance process includes a two-staged process that includes: Curriculum Renewal (conducted annually) and Program Review (conducted every five years). These two internal processes are integrated so there is an *ongoing* focus on curriculum quality.

The Program Review process is characterized by both depth and breadth of analysis. Program data is collated, reviewed and assessed against given criteria, providing a measure of both the vitality and viability of each program. Based on this analysis, long-term plans are then created to guide continuous curriculum improvement and build on the cumulative outcomes of annual curriculum renewal. At the end of this process, a Program Review Panel (convened by the Dean) is charged with the responsibility of making recommendations concerning program viability as well as suggesting program/curriculum revisions.

In adhering to the mandate of the Academic Council to receive reviews of existing programs of instruction, the Executive Summary for the School of Trades and Technology is hereby provided, for the Council’s information.

PROGRAM STRENGTHS

1. Complete safety certifications in WHIMIS, Fall Arrest, Confined Spaces, and Basic First Aid/CPR
2. Use the correct techniques for various electrical installations (Hands on Job)

PROGRAM CHALLENGES

1. Math skills of students need work
2. Need to have updated laboratory equipment (Budget Issues)

KPI RESULTS

|  |  |
| --- | --- |
| Student satisfaction in Red highlighted. | **KPI Score (%)** |
| Review Year | KPI1 | KPI2 | KPI3 | KP4 | **KPI8** | **KPI9** | KPI11 |
| Electrical Techniques | 50 | 83 | 30 | 79 | **53** | **48** | 72 |
| 2011 | 40 | 76 | 8 | 74 | **38** | **35** | 68 |
| 2012 | 51 | 88 | 32 | 83 | **78** | **67** | 82 |
| 2013 | 47 | 81 | 33 | 74 | **40** | **31** | 72 |
| 2014 | 55 | 86 | 21 | 72 | **61** | **54** | 63 |
| 2015 | 55 | 86 | 57 | 89 | **49** | **55** | 76 |

SUMMARY OF RECOMMENDATIONS

A summary of the recommendations contained within the full report.

*NOTE: Recommendations should clearly differentiate between those strategies that build upon strengths versus those developed to address any gaps that may exist*

Recommendations Building on Program Strengths:

1. Setting up University Transfer Program (3rd year to UOIT)

2) Math Modification Program

3) Setting up CODA Program

Recommendations Developed to Address Gaps Identified:

1) Provide Co-Op Program

2) Revision of curriculum to allow for different learning styles and desired results;

 🡪 Reduce 3rd semester work load

3) KPI Improvement Strategy:

 🡪All equipment should be up-to-dated,

 🡪Evaluate Section Size (Tech support required if more than 20 students)

Program Review Panel Meeting Date: May 11, May 25, June 08 and June 24, 2015

Program Review Panel Participants:

 Dean: Maxine Mann

 Program Co-ordinator: David Choi

 Academic Lead: David Choi

 Curriculum Consultant: Kari Draker-Fortis

 Program Faculty/Support (maximum 4) : David Choi, Spencer Craig, Xiang Li, Blane Bell, Hans Forster

 External Members (minimum 3): Soobia Siddiqui (Math) , Clive Russell (Math)