MT. SAC
Mt. San Antonio College

unitPIE 2014-15 2015-16 2016-17 2017-18

Planning for Institutional Effectiveness

Introduction

SectionOne

Where We Are: A Summary and Analysis of the Current Year 2014-15

SectionTwo

Where We Are Going: Planning for the Next Three Years, 2015-16, 2016-17, 2017-18

SectionThree

Recommendations for Improving the Planning Process

NOTE: This PIE Form is optimized to be used in Acrobat or Adobe Reader 10 or later.

Introduction

UNIT	Math & Computer Science	Current Year	YEAR 1	YEAR 2	YEAR 3
Contact Person	Akira Nitta	2014-15	2015-16	2016-17	2017-18
E-mail / Extension	anitta@mtsac.edu / 5386	☑ Summary	☑ Planning	☑ Planning	☑ Planning

Your Unit Program Review will be recorded on this form summarizing the current year and documenting planning for the next three-year cycle.
***Please remember** that all outcomes assessment work should be recorded in TracDat (http://tracdat.mtsac.edu/tracdat) in order for your assessment work to best contribute to institutional reports. Outcomes assessment work may include courses, programs, direct and indirect services, organizational structure, structural elements, and institutional outcomes. Respond to only the outcomes categories or types that apply to your unit.*

Institutional Planning Framework

The college is unified through its demonstrated connection to the mission. Driven by the California Master Plan for Higher Education, revised by the President's Advisory Council, and approved by the Board of Trustees, it informs all planning and assessment.

Institutional Mission

The mission of Mt. San Antonio College is to support students in achieving their full educational potential in an environment of academic excellence.

Unit Mission

Enter your Unit mission statement here if applicable

College Themes and Goals

College themes and goals allow the campus to focus on critical issues. Articulated by the President's Advisory Council and approved by the Board of Trustees, they guide institutional planning and assessment processes.

Theme A: To Advance Academic Excellence and Student Achievement

College Goal #1	The college will prepare students for success through the development and support of exemplary programs and services.
College Goal #2	The college will improve career/vocational training opportunities to help students maintain professional currency and achieve individual goals.
College Goal #3	The college will utilize student learning outcome and placement assessment data to guide planning, curriculum design, pedagogy, and/or decision-making at the department/unit and institutional levels.

Theme B: To Support Student Access and Success

College Goal #4	The college will increase access for students by strengthening recruitment opportunities for full participation in college programs and services.
College Goal #5	Students entering credit programs of study will be ready for college level academic achievement.
College Goal #6	The college will ensure that curricular, articulation, and counseling efforts are aligned to maximize students' successful university transfer.

Theme C: To Secure Human, Technological, and Financial Resources to Enhance Learning and Student Achievement

College Goal #7	The college will secure funding that supports exemplary programs and services.
College Goal #8	The college will utilize technology to improve operational efficiency and effectiveness and maintain state-of-the-art technology in instructional and support programs.
College Goal #9	The college will provide opportunities for increased diversity and equity for all across campus.
College Goal #10	The college will encourage and support participation in professional development to strengthen programs and services.
College Goal #11	The college will provide facilities and infrastructure that support exemplary programs and the health and safety of the campus community.
College Goal #12	The college will utilize existing resources and improve operational processes to maximize efficiency of existing resources and to maintain necessary services and programs.

Theme D: To Foster an Atmosphere of Cooperation and Collaboration

College Goal #13	The college will improve the quality of its partnerships with business and industry, the community, and other educational institutions.
College Goal #14	The college will improve effectiveness and consistency of dialogue between and among departments, committees, teams, and employee groups across the campus.

Where We Are: A Summary and Analysis of the Current Year 2014-15

I. Summary Context - Unit Goals for: Math & Computer Science

Identify the goals that guided your Unit's work for the 2014-15 year (from your 2013-14 PIE form) in the following table and connect those goals to the College Themes. *Add rows (+) as needed. Delete rows (X).*

Unit Goal Name	Unit Goal	College Theme
Dev Math Success	Increase student success in our Developmental Math Program.	B: Access and Success
Math appreciation	Promote in students an appreciation for the value of a mathematics education via application problems.	A: Academic Excellence
Math quality & consistency	Maintain a quality mathematics program with more consistency in instruction.	A: Academic Excellence
Goals and planning	Increase participation in setting goals and planning for department improvement.	D: Cooperation/Collaboration
Access	Increase student access to our program.	B: Access and Success
College level math success	Increase the success of students in our 100 level courses who matriculate from our Developmental Math Program.	B: Access and Success
Professional development	Promote an environment that enhances the professional and personal development of faculty and classified members in the department.	D: Cooperation/Collaboration
Technology	Acquire and maintain state-of-the-art instructional technology, equipment, facilities and infrastructure.	C: Secure Resources
CSCI student success	Increase student success in the Computer Science Program.	A: Academic Excellence
CSCI access	Increase student access to our program.	B: Access and Success

II. Notable Achievements for: Math & Computer Science

Enter your Unit's successes for the 2014-15 year in the table below. This provides opportunity for closing the loop on your Unit's activities completed this year. *Text boxes will expand as needed. Add rows (+), delete rows (X).*

Priority for Manager Summary	Unit Achievements for the 2014-15 Year	Connected Unit Goal/ College Theme
High	Increases made to number of courses offered to meet student demand	Unit: Access
		B. Access and Success
High	Participation in high impact and high success programs such as the Bridge Program and Pathways	Unit: Dev Math Success
		A. Academic Excellence
High	ALEKS Math Bootcamp for placement test preparation	Unit: Dev Math Success
		B. Access and Success
High	Placement test information sessions developed by David Beydler	Unit: Access
		B. Access and Success
Med	Math 110S - Integrated Statistics attained UC - IGETC approval	Unit: College level math success
		A. Academic Excellence
Med	Math 110S - Integrated Statistics attained articulation as college level statistics course at several local CSU campuses	Unit: College level math success
		A. Academic Excellence

III. External/Internal Conditions, Trends, Impacts, Retention & Success, Critical Decisions and Outcomes Assessment

The following table is intended to track conditions that influence planning over a multi-year period beginning with the 2014-15 year. Please include data. The "Link to Data Sources and Support Options" button will open a Mt. SAC webpage that offers suggestions and links for possible data sources for your Unit. Text boxes will expand. *Add (+) rows, delete (X) rows as needed.*

Link to Data Sources and Support Options

Year	*Add item* External Conditions, Trends, or Impacts	Data Sources
2014-15	Need to provide access to students by offering a high number of course offereings	*Cite Data Sources*
2014-15	Need to improve success rates	*Cite Data Sources*
2014-15	Need to improve retention rates	*Cite Data Sources*
Year	*Add item* Internal Conditions, Trends, or Impacts	Data Sources
2014-15	One full-time Math faculty member still need to be replaced	*Cite Data Sources*
2014-15	Total number of credit sections (Math + CS) exceeded 2010 levels (457)	ARGOS SSR0039-A
2014-15	Gains achieved in total credit enrollment at census: 16,737 in 2014 -15 compared to 16,669 in 2013 - 2014. Enrollment approaching enrollment achieved during 2010 - 11(17,130)	ARGOS SSR0039-A
2014-15	High percentages of students enrolled were maintained: Summer '14: 90.98%, Fall '14: 105.00%, Winter '15: 96.45%, Spring '15: 101.95%. However, percentage enrolled showed a small decline compared with the previous year.	ARGOS SFR0004-B
Year	*Add item* Retention and Success Data	Data Sources
2014-15	Math department success rate stable showing virtually no change compared to the prior year. 62.64% success rate in 2014-2015 versus 62.83% success rate in the previous year.	ARGOS SHR0012-A
2014-15	Computer science department success rate showing very small drop. 89.74% success rate in 2014-2015 versus 93.62% success rate in the previous year. However, the success rate remain very high.	ARGOS SHR0012-A
2014-15	Retention rate very stable in the math department, with 85.16% retention in 2014-2015 versus 84.90% retention in the previous year.	ARGOS SHR0012-A
2014-15	Retention rate very stable in the computer science department, with 89.93% retention in 2014-2015 versus 89.53% retention in the previous year.	ARGOS SHR0012-A
2014-15	Total number of students showing a very small gain, with 16,723 students enrolled in math and computer science department for 2014-2015 versus 16,654. (increase of 69 students)	ARGOS SHR0012-A
Year	*Add item* Critical Decisions	Data Sources

2014-15	Development of Math Placement Test information session	*Cite Data Sources*
2014-15	Maintain high number of courses on offer to sustain high levels of student enrollment	*Cite Data Sources*
2014-15	Maintain support for Pathways and Bridge Program courses	*Cite Data Sources*
2014-15	Continued support for the Math Bootcamp for placement test preparation (part of ARISE program)	*Cite Data Sources*
2014-15	Request articulation for Math 110S at key, local CSU campuses for articulation as college/transfer level Elementary Statistics.	*Cite Data Sources*
Year	*Add item* Progress on Outcomes Assessment	Data Sources
2014-15	SLO data collected in Math 110 - Elementary Statistics	*Cite Data Sources*
2014-15	SLO data collected in Math 150 - Trigonometry	*Cite Data Sources*

IV. Alignment and Progress on Unit and College Goals: Closing the Loop

This section serves as a "reporting" function. It shows how your Unit closes the loop and connects planning to budget allocation: How did the prioritized college resources connect to your Unit's outcomes? What progress has your Unit made with the resources provided? Include progress on plans that did not require new resources if applicable. You are also prioritizing your Unit's progress or outcome for inclusion in your manager's summary. The **Plan Status** drop-down offers a time-frame update on the progress of your plan.

Some information has been pre-loaded into this form by your manager. Add rows (+) as needed. Delete rows (X).

Priority for Manager Summary	Plan from Previous PIE (2013-14) and Resources Obtained *(if any)*	Resources Secured *(if any)*	Progress/Outcomes/Result/Impact (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
Priority	6 HP Laserjet ENT 600 M601DN 45PPM Printers w/3 year support service	$ $6,071.52 Instr. Equipment	Printers in the MARC/T-MARC/CSCI lab experience heavy use. Replacement high capacity printers are needed to replace the very old equipment still in use. 3 high capacity printers are needed, 1:MARC/T-MARC counter, 1: Computer lab, 1: CSCI lab	Unit: Technology
	Plan Status: Complete	Source 2		C. Secure Resources
Priority	4 Elmo TT-12I Document Cameras	$ $2,703.20 Instr. Equipment	Document cameras are a vital part of the technology utilized in the classroom. Spares are needed in case of theft/breakage.	Unit: Technology
	Plan Status: Complete	Source 2		C. Secure Resources
Priority	Evacuation Chair	$ Source 1	Evacuation chair is necessary to assist evacuation of wheelchair-bound persons from the 2nd and the 3rd floor of the Math Building (Bldg. 61) in instances where the building elevator is made inoperable	Unit: Access
	Plan Status: Complete	Source 2		C. Secure Resources
Priority	Shades for glass classroom door for room 61-1418	$ Source 1	Room 61-1418 suffer from issues with glare due to excess sunlight shining through the glass doors. 61-1418 is the instructional lab for CSCI, with computers for students in class. The glare has made it difficult for students sitting in the back row to view their computer monitors at certain times of the day.	Unit: CSCI student success
	Plan Status: Complete	Source 2		C. Secure Resources
Priority	Computers in the MARC/T-MARC	$ Source 1	Computers in the MARC/T-MARC experience heavy use. The older generation machines need to be replaced with new machines so that they can stay compatible with the new software. 51 computers are needed in this area. 32: computer lab, 11: MARC, 4: T-MARC, 4: for use by lab staff	Unit: Technology
	Plan Status: Complete	Source 2		C. Secure Resources
Priority	Computers for the CSCI Instructional Lab	$ Source 1	Up-to-date computers are needed for the CSCI instructional lab.	Unit: Technology
	Plan Status: Complete	Source 2		C. Secure Resources

Priority for Manager Summary	Plan from Previous PIE (2013-14) and Resources Obtained *(if any)*	Resources Secured *(if any)*	Progress/Outcomes/Result/Impact (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	Replacement and growth full time faculty positions Plan Status: Select	$ Source 1 Source 2	Currently, the department is working at capacity and will not be able to support further increases in growth sections. With perennially high demand for mathematics and computer science courses, the school will benefit from staffing and scheduling flexibility allowed by addition of full time teaching faculty.	Unit: Math quality & consisten A. Academic Excellence
Med	Classroom computers Plan Status: Select	$ Source 1 Source 2	Classroom computers are at least 5 years old and nearing the end of their service life. Up-to-date equipment is necessary to provide technological support for computer based pedagogical tools in the classroom. 27 computers are required to complete the update.	Unit: Math quality & consisten C. Secure Resources
High	Fulltime permanent replacement for the Math and CS clerical specialist Plan Status: Select	$ Source 1 Source 2	To cope with the large volume and variety of clerical support required in the department, a permamnent replacement for the Math and CS area is critically needed.	Unit: Math quality & consisten A. Academic Excellence
High	Maintain Basic Skills Funding for the MARC Laboratory Technician Plan Status: Select	$ Source 1 Source 2	The MARC Laboratory Technician position has not yet been institutionalized, so the department must continue to rely on support from basic skills funds to maintain the level of service in the MARC. Hiring a permanent part-time MARC Laboratory Technician will help allow the MARC to improve the availability of the lab's services.	Unit: Dev Math Success A. Academic Excellence
Med	Adjunct Coordinator Funding Plan Status: Select	$ Source 1 Source 2	Adjunct faculty participation is important in efforts to increase basic skill success and retention. The Adjunct Coordinator position is critical for disseminating information and working with individuals to achieve the department's goals.	Unit: Professional developmer D. Cooperation/Collaboration
Low	Learning Communities Liaison Funding Plan Status: Select	$ Source 1 Source 2	Learning Communities (Bridge) is by far the most consistently successful program for increasing success and retention in the department. With the possibility of expanding the program (Freshman Experience) the department will need a funded liaison position to handle the increased workload for coordinating and collaboration. The liaison can assist with the dditional workload imposed by the Pathways program.	Unit: Dev Math Success D. Cooperation/Collaboration
Med	Convert 2 additional chalkboard rooms to whiteboard rooms Plan Status: Select	$ Source 1 Source 2	Scheduling committee reports difficulty in meeting faculty demand for whiteboard classrooms.	Unit: Math quality & consisten C. Secure Resources
Low	New signage for the Math department office Plan Status: Select	$ Source 1 Source 2	New signage is required on the first floor of building 61 to help direct students to the Math and CS department office	Unit: Access C. Secure Resources

Priority for Manager Summary	Plan from Previous PIE (2013-14) and Resources Obtained *(if any)*	Resources Secured *(if any)*	Progress/Outcomes/Result/Impact (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
High	New classroom furniture	$	The old carry-over furniture from building 40 never fit the classroom and the instructional technology well. New classroom furniture will allow a better layout of instructional aids such as document camera and classroom computer for the instructor.	Unit: Math quality & consisten
		Source 1		C. Secure Resources
	Plan Status Select	Source 2		
Low	Supplemental conference and travel funds	$	Supplemental conference and travel funds are needed to support math faculty attend various conference outside of the immediate area to support professional growth	Unit: Professional developmer
		Source 1		D. Cooperation/Collaboration
	Plan Status Select	Source 2		
Low	Assistance from the Office of Institutional Research	$	The department has several projects in the works that require resources for the Research Office. Examples include data analysis for the Calculus Placement Exam; Statway and Math 71X success and retention; and evaluation of the department's online program.	Unit: Goals and planning
		Source 1		B. Access and Success
	Plan Status Select	Source 2		
Med	Additional MARC and TMARC tutors and increased hours of operation	$	The MARC and TMARC have been understaffed. To meet the needs stemming from increased demand for services, additional tutors must be hired.	Unit: Math quality & consisten
		Source 1		B. Access and Success
	Plan Status Select	Source 2		
High	Increased budget for custodial hours to clean classrooms/bathrooms	$	The low cleaning intervals in the mathematics and computer science building creates unsanitary conditions in the common areas and the restrooms which negatively affect student and employee morale	Unit: Math quality & consisten
		Source 1		A. Academic Excellence
	Plan Status Select	Source 2		
Med	"Slim" benches for the building 61 hallways on 2nd and 3rd floor	$	Students waiting for their classes often sit in the hallway outside of the door, impeding traffic. Slim benches will give students areas where they can sit while keeping the hallways clear.	Unit: Math quality & consisten
		Source 1		A. Academic Excellence
	Plan Status Select	Source 2		
Med	High capacity printers for the department communal areas.	$	The shared printers (5) in the department communal areas are old and nearing the end of the service life. These printers experience high volume. Frequent breakdowns of these old printers are leading to poor productivity for the math department faculty.	Unit: Technology
		Source 1		C. Secure Resources
	Plan Status Select	Source 2		
Med	Replacements for worn chalkboards and white boards.	$	Chalkboards and whiteboards in building 61 are now very worn, making it very difficult to write on and lecture with.	Unit: Math quality & consisten
		Source 1		C. Secure Resources
	Plan Status Select	Source 2		
Low	New classroom sets of laptop computers	$	The department's current laptop set is old and no longer capable of running an operating system supported by IT. A new laptop set would allow instructors to incorporate technology in their classroom.	Unit: Technology
		Source 1		C. Secure Resources
	Plan Status Select	Source 2		

Priority for Manager Summary	Plan from Previous PIE (2013-14) and Resources Obtained *(if any)*	Resources Secured *(if any)*	Progress/Outcomes/Result/Impact (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
Med	Heavy duty paper towel dispensers for all bathrooms in building 61 (student and faculty bathrooms)	$	The paper towel dispensers currently installed often breakdown.	Unit: Math quality & consisten
		Source 1		A. Academic Excellence
	Plan Status: Select	Source 2		
High	13 additional Wi-Fi Access points	$	Poor Wi-Fi connectivity is hindering math department efforts to increase the utilization of technology within the classroom. 13 additional W-Fi access points will improve the quality, accessibility, and reliability of the Wi-FI signal within the math department classrooms.	Unit: Technology
		Source 1		C. Secure Resources
	Plan Status: Select	Source 2		
High	MARC Lab Desktops (11)	$	There are 11 desktop computers which represent the last batch of computers which have not been upgraded to new units. Computers in the MARC experience high usage.	Unit: Technology
		Source 1		C. Secure Resources
	Plan Status: Select	Source 2		
Low	One additional CSCI Instructional lab	$	There is potential to grow the CSCI program. Currently, growth is constrained by lack of CSCI Instructional Lab space. As growth in the math department become saturated, CSCI program shows potential as an untapped area for growth.	Unit: CSCI access
		Source 1		B. Access and Success
	Plan Status: Select	Source 2		
Med	Class set of tablets (Ipad, etc)	$	Class set of tables are needed to support the Placement Test preparation program developed by Cameron Troxel and Baochi Nguyen. Currently, there is no dedicated computer lab facility for the program. A class set of tablets will allow the program to fun their sessions in any classroom with Wi-FI. making scheduling much easier.	Unit: Dev Math Success
		Source 1		B. Access and Success
	Plan Status: Select	Source 2		

SectionTwo

Where We Are Going: Planning for the Next Three Years: 2015-16, 2016-17, 2017-18

I. Planning Context - Unit Goals Assessed and Revised for: Math & Computer Science

This table contains your goals as noted in Section One for 2014-15. Review your Unit's goals and revise, add new goals or remove goals that are no longer relevant as appropriate for planning for 2015-16, 2016-17, and 2017-18. *Add rows (+) as needed. Delete rows (X).*

Unit Goal Name	Unit Goal	College Theme
Dev Math Success	Increase student success in our Developmental Math Program.	B: Access and Success
Math appreciation	Promote in students an appreciation for the value of a mathematics education via application problems.	A: Academic Excellence
Math quality & consistency	Maintain a quality mathematics program with more consistency in instruction.	A: Academic Excellence
Goals and planning	Increase participation in setting goals and planning for department improvement.	D: Cooperation/Collaboration
Access	Increase student access to our program.	B: Access and Success
College level math success	Increase the success of students in our 100 level courses who matriculate from our Developmental Math Program.	B: Access and Success
Professional development	Promote an environment that enhances the professional and personal development of faculty and classified members in the department.	D: Cooperation/Collaboration
Technology	Acquire and maintain state-of-the-art instructional technology, equipment, facilities and infrastructure.	C: Secure Resources
CSCI student success	Increase student success in the Computer Science Program.	A: Academic Excellence
CSCI access	Increase student access to our program.	B: Access and Success

II. Annual Implementation Plan for: Math & Computer Science

This section serves as a "planning" function. This is where you ask for resources and record new action plans, activities, or interventions necessary to achieve success. Use the Expected Outcomes section to describe how the plan and resources requested is supported by your Unit's to outcomes assessment plan. This section will also be used to record revisions to plans as needed across the three years of planning.
Add rows (+) as needed. Delete rows (X).

Priority for Manager Summary	Plans, Activities, or Interventions	Resources Needed *(if any)*	Expected Outcomes / Criteria for Success (Resource requests should be based on outcomes assessment)	Connected Unit Goal/ College Theme
Priority	Math Placement Test Information Sessions	$	Continue offering Math Placement Test Information sessions to ensure that students are properly placed into appropriate math courses	Unit: Dev Math Success
		Source 1		
Status	Projected Completion 2015-16	Source 2	Person Responsible David Beydler	B. Access and Success
Priority	Summer Math Bootcamp	$	Continue with the 2nd pilot year for the Math Bootcamp, utilizing ALEKS math software to provide students with placement test preparation.	Unit: Dev Math Success
		Instr. Equipment		
Status	Projected Completion 2015-16	Facilities Mod.	Person Responsible Baochi Nguyen, Cameron Troxell	B. Access and Success
Priority	Early Alert Taskforce	$	Develop a pilot Early Alert system to be piloted during Fall '15	Unit: Dev Math Success
		Source 1		
Status	Projected Completion 2015-16	Source 2	Person Responsible	B. Access and Success
Priority	Acceleration Conference	$	Keep abreast with new ideas in pedagogy and course design	Unit: Dev Math Success
		Source 1		
Status	Projected Completion 2015-16	Source 2	Person Responsible Art Nitta	B. Access and Success
Priority	Statway Conference	$	Keep current with new developments in pedagogy and course designs as developed and implemented in the Statway initiatve.	Unit: College level math succes
		Source 1		
Status	Projected Completion 2015-16	Source 2	Person Responsible Scott Guth	B. Access and Success

III. Resources Identified in Relation to Planning

This section will serve the budget prioritization function in the Manager's PIE. Your manager will inform you when actual quotes are due.

SectionThree

Recommendations for Improving the Planning Process

What additional information should the College provide to assist your Unit's planning?

N/A

What suggestions do you have for improving the planning process for your Unit?

N/A

Enter your name as contributing to and approving of this Unit PIE Plan below. *Add rows (+) as needed.*

Contributer		Contributer	
Add your name as contributing to this Unit PIE and check that you approve	☐ Approve	*Add your name as contributing to this Unit PIE and check that you approve*	☐ Approve

Thank you for completing the Unit PIE form summarizing 2014-15, and initiating your Unit's planning for the 2015-16, 2016-17, and 2017-18 three-year cycle.

Please save this form and forward to your Unit's manager by 06/30/ 2015.
Questions regarding this form? Send an email to Don Sciore, Interim Associate Dean of Arts, member IEC, at dsciore@mtsac.edu