

MISSION: Does program meet the District’s mission and established core competencies? Does program reflect the District’s diversity?

a) List real estate classes under the umbrella of business in the college catalog with appropriate cross-referencing.				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
This is currently being done.		Dean	C						
This report covers the 2008-2009 academic year									
b) Integrate technology into the current real estate curriculum				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
This is being done, and will continue as new technologies are developed.	On-going	Faculty	C						

MISSION: Does program meet the District’s mission and established core competencies? Does program reflect the District’s diversity?

c) Utilize marketing and the recruitment techniques to attract students in our District and ensure continued diversity				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
When funds are available, department will cooperate with development of marketing campaign.		Faculty and dean	P						

d) Continue to review and enhance the business major for the Associate of Science degree (AS)				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
Degree exists.		Dean	C						

MISSION: Does program meet the District’s mission and established core competencies? Does program reflect the District’s diversity?

e) Develop and review the feasibility of a combination Real Estate/Finance certificate program				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
Enrollment growth and demand will affect this item.		Faculty and dean	P						

f) ... new recommendation				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other

NEED: How is program addressing needs based on labor market data, enrollment, articulation, advisory committee, regional agreements, etc.?

a) Offer additional real estate courses in an on-line format.				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
REAL 210 is currently offered in the DE format. Enrollment demand will determine future growth.	On-going	Faculty and dean	C						
b) Continue to articulate with local high schools.				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
We participate in: Campus-wide open house; Disney project; high school students in classes.	On-going	Faculty and dean	C						

NEED: How is program addressing needs based on labor market data, enrollment, articulation, advisory committee, regional agreements, etc.?

c) Extend day, evening and on-line offerings as student demand increases.				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
These classes are being offered, and will expand as appropriate with student demand and funding.	On-going	Faculty and dean	C						
d) Increase utilization of technology in Real Estate Program courses.				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
Faculty have and use smart-stations in every classroom.	On-going	Faculty	C						
Faculty give students assignments that utilize technology.									
Faculty take classes to Library to get student training in research with computers.									

NEED: How is program addressing needs based on labor market data, enrollment, articulation, advisory committee, regional agreements, etc.?

e) Industry representatives should continue to be solicited for advice to keep our program aligned with the needs of the business community.				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
Annual Advisory Committee meetings.	On-going	Faculty and dean	C						
Outside speakers (from industry) frequently address students.									
f) Refresher courses for license renewal required by State Department of Real Estate should be considered.				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
Will develop based upon student demand.		Faculty	P						

NEED: How is program addressing needs based on labor market data, enrollment, articulation, advisory committee, regional agreements, etc.?

g) If real estate offerings increase, it may become advisable to consider the hiring of a full-time instructor who specializes in real estate.				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
Will continue to evaluate given enrollment demand and number of classes offered.		Dean	P						
h) Survey students and surrounding colleges to determine need/demand for courses currently dormant but are in the course catalog				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
Curriculum has been cleaned up and updated. Courses not offered recently (escrow, appraisal) were eliminated.			C						

NEED: How is program addressing needs based on labor market data, enrollment, articulation, advisory committee, regional agreements, etc.?

i) ... new recommendation				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other

j) ... new recommendation				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other

QUALITY: Are lec/lab unit values appropriate? Have the course outlines been reviewed/updated regularly? Are disciplines appropriate? Is faculty development adequate? Does program support State and District emphasis on critical thinking, problem solving and written expression? Does program meet stated objectives in the form of SLOs? Are course pre-requisites and co-requisites validated?

a) Develop and integrate student learning outcomes into each course outline and syllabus during the next several years				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
This work has been recently completed.		Faculty	C						

b) Develop and revise the program's student learning outcomes to insure they remain aligned with the districts educational competencies				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
	On-going	Faculty	C						

QUALITY: Are lec/lab unit values appropriate? Have the course outlines been reviewed/updated regularly? Are disciplines appropriate? Is faculty development adequate? Does program support State and District emphasis on critical thinking, problem solving and written expression? Does program meet stated objectives in the form of SLOs? Are course pre-requisites and co-requisites validated?

c) All syllabi should include: student learning outcomes, clear grading standards, attendance and test make-up policy, drop date, office hours, homework policy, and general DSPS statement.	Impact									
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Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
All currently comply with these listed requirements.		Faculty	C						

d) Develop and revise the course outlines and syllabi to ensure student learning outcomes are aligned with the Real Estate Program Student Learning Outcomes	Impact									
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Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
(duplicate)									

QUALITY: Are lec/lab unit values appropriate? Have the course outlines been reviewed/updated regularly? Are disciplines appropriate? Is faculty development adequate? Does program support State and District emphasis on critical thinking, problem solving and written expression? Does program meet stated objectives in the form of SLOs? Are course pre-requisites and co-requisites validated?

e) Faculty should review courses for sensitivity to cultural differences and ethics in the context of business.				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
An ongoing item to work on.	On-going	Faculty	C						

f) The district can support the quality of the Real Estate Program by providing funds for real estate videos through the library (audio-visual)				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
Some videos have been ordered and are in.	On-going	Faculty	C						

QUALITY: Are lec/lab unit values appropriate? Have the course outlines been reviewed/updated regularly? Are disciplines appropriate? Is faculty development adequate? Does program support State and District emphasis on critical thinking, problem solving and written expression? Does program meet stated objectives in the form of SLOs? Are course pre-requisites and co-requisites validated?

g) ... new recommendation				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other

h) ... new recommendation				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other

FEASIBILITY: Are facilities, equipment, and library resources adequate? Are evening programs and services adequate? Are course offerings frequent enough for students to make adequate progress in both day and evening programs? Does the program have adequate communication with & support from Counseling?

a) Continue to integrate technology within the curriculum and incorporate business decision- making activities through computer technology				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
Same item discussed earlier.			C						
b) Courses and/or programs in the real estate areas should be reviewed by the department and the business community.				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
This is done at least annually at the Advisory Committee meeting.	On-going	Faculty and dean	C						

FEASIBILITY: Are facilities, equipment, and library resources adequate? Are evening programs and services adequate? Are course offerings frequent enough for students to make adequate progress in both day and evening programs? Does the program have adequate communication with & support from Counseling?

c) ... new recommendation				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other

d) ... new recommendation				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other

COMPLIANCE: Do course requisites meet Federal, State & District requirements? Do the course outlines meet state, district & federal regulations for content? Do vocational programs have regular advisory meetings?

a) Implement service learning work experience opportunities to enrich student readiness for the work force				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
At this point this item is not being pursued.			NA						
b) Continue to review syllabi, course outlines, and course prerequisites, and the long-range plan.				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other
Ongoing	On-going	Faculty and dean							

COMPLIANCE: Do course requisites meet Federal, State & District requirements? Do the course outlines meet state, district & federal regulations for content? Do vocational programs have regular advisory meetings?

c) ... new recommendation				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other

d) ... new recommendation				Impact					
Action/Activities	Target Date	Person Responsible	Status	FNIC	Facilities	Soft-ware	Equip-ment	Other Personnel	Other