Enrollment Summary

Given the trends in enrollment, what are the implications for your program?

Respondent: Scott Feinerman

Response: Hospitality was not yet a designated discipline. The only Hospitality classes offered were in the Travel discipline.

Enrollment Growth Initiatives

Did you have any enrollment growth initiatives that occurred this year?  Yes

If yes, please list any enrollment growth initiatives that occurred this year and comments on these:

* In the past two years, a Hospitality Industry Advisory Committee was formed.

* Additional Hospitality courses were added, to form Certificate and Degree Programs

* A Hospitality brochure was designed (printed in Spring 2008)

Validation Review

Was a trend analysis done? [ ]
Was a comparative analysis done? [ ]
Was a detailed analysis done? [ ]

Data Evaluation: Accepted

Comments:

OBJECTIVES:
Enrollment - Instructional Delivery Modes

Percent Change

<table>
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<tr>
<th>Measure</th>
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<th>Fall 2006</th>
<th>Fall 2007</th>
</tr>
</thead>
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</tbody>
</table>

Instructional Modes Summary

Please comment on the enrollment pattern in these instructional delivery modes:

Online/on ground, Day and Evening

Respondent: Scott Feinerman

Response:

* Hospitality courses began to be offered in the online series of courses.

* Additional courses were included in the Travel rotation of courses.

Program Participation

Did you offer any courses this year in any of the following programs:

Online/on ground, Hybrid classes, High School Outreach, AGT program, Weekend College? Yes

If yes, please list the programs and summarize the nature of your involvement:

Hospitality courses began to be offered in the online series of courses.

Validation Review

Was a trend analysis done? No
Was a comparative analysis done? No
Was a detailed analysis done? No
Data Evaluation: Accepted
Comments:

OBJECTIVES:
No Objectives Submitted.

Enrollment - Demographics
### Demographics Summary

Based on these demographic trends in enrollment, are there any implications for the discipline? Please describe:

**Respondent:** Scott Feinerman

**Response:**
While not reflecting this in current data, Hospitality careers appeal to a mostly female population. Many entrants are also career-changers.

### Validation Review

- Was a trend analysis done? [ ]
- Was a comparative analysis done? [ ]
- Was a detailed analysis done? [ ]
- Data Evaluation: Accepted
- Comments:

### OBJECTIVES:

<table>
<thead>
<tr>
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<th>Priority</th>
<th>Status</th>
<th>Term</th>
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<td>Increase Enrollment</td>
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<td>NA</td>
<td>Critical</td>
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</table>
**Student Success - Success/Retention**

<table>
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<th>Fall 2007</th>
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</tbody>
</table>

**Success, Retention & Awards Summary**

Given the data, please describe the trend in Student Success. What are the implications for your program?

**Respondent:** Scott Feinerman

Response

No data currently available for only Hospitality.

Overall, Hospitality, as part of the Travel discipline, has shown to be highly successful in student perserverance and retention. Please see the Travel Program Review.

**Validation Review**

- Was a trend analysis done? [ ]
- Was a comparative analysis done? [ ]
- Was a detailed analysis done? [ ]
- Data Evaluation: Accepted
- Comments:

**OBJECTIVES:**

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<td>NA</td>
<td>High</td>
<td>In-Progress</td>
<td>2007</td>
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</tbody>
</table>

**Curriculum - Course Updates**

**Course Updates, Syllabi & New Programs**

Of the number of courses that need to be updated, how many have been completed? # Done # Due
If course updates are due, please describe the discipline’s plan for updating courses:
All courses are newly designed.

Review will be ongoing.

Are instructors’ class syllabi collected?

Please describe the course syllabi collection procedure:
Instructors are requested to provide course syllabi to administration and the division chair.

Have you developed any new courses and/or programs in the last year?

Please describe the new courses or programs:
All courses have previously been submitted.

Respondent: Scott Feinerman

Validation Review

Data Evaluation: Accepted
Comments:

OBJECTIVES:

No Objectives Submitted.

Curriculum - SLOs

Resources

Curriculum Committee webpage with Institutional and Program SLOs listed
42 single course assessments by West faculty
SLO Tutorial on Janet Fulks’ Bakersfield CC website

Student Learning Outcomes

Have program SLOs been developed for this discipline?

Does the discipline have assessment plans for program SLOs?

Please describe your assessment plans for SLOs:

Have any courses assessed college or program SLOs?

Please describe your assessment of SLOs:

Respondent: Scott Feinerman

Validation Review

Data Evaluation: Accepted
Comments:

OBJECTIVES:

No Objectives Submitted.

Vocational - Advisory Requirements

Advisory Board Actions

Do you have an Advisory Board?

Do you have minutes of your Advisory Board meetings?

Please provide copies of your minutes (electronic or paper) and list the meeting dates in the last year:

Has the Advisory Board provided any recommendations and/or outcomes?

Of those recommendations and/or outcomes, which have been acted upon, and what is your plan of action with regard to other recommendations and/or outcomes:

Respondent:
Validation Review

Data Evaluation: Accepted

OBJECTIVES:
No Objectives Submitted.

Resources - Personnel

Percent Change

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<thead>
<tr>
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<td>Stable [0.00 %]</td>
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</tbody>
</table>

Please comment on the trends in FTEF. What are the implications for your program?

Response
Scott Feinerman

FTEF

Response
Hospitality is currently included with Travel.

Faculty Hiring

Do you see a need to increase full-time, tenure-track faculty? Yes

Do you plan to submit a FPIP application? No

Please Describe:
As Hospitality enrollments increase, there will be need for full-time faculty. The FPIP Committee Chair advises that a review of the Committee's procedures is currently being made. No applications are currently being accepted.

Evaluation data for faculty & staff provided by: Office of Academic Affairs

Faculty Evaluations

Have all evaluations for faculty and staff that are due been completed? No

If "No," please describe the plan for completing evaluations:

Do all full-time faculty participate in a college-wide and/or Senate committee? No

Please provide a list of the discipline's full-time faculty and their committee assignment

Professional Development

Have all of the faculty fulfilled their Flex requirements? No

Please Describe:
Have you had any professional development for faculty?
Please describe the professional development activities:

Do you have any mentoring of part-time faculty to ensure integrity of course outline?
Please describe the mentoring activities:

### Validation Review

<table>
<thead>
<tr>
<th>Was a trend analysis done?</th>
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<tbody>
<tr>
<td>Was a comparative analysis done?</td>
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<td>Comments:</td>
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</table>

**OBJECTIVES:**

No Objectives Submitted.

---

### Resources - Fiscal Budget

**Budget Status**

Were you over, under or on your budget?
Please describe:

The Hospitality budget is currently included with Travel. While some Hospitality courses are taught by Travel instructors, the salaries and other expense components of the program will be separated.

**Respondent:** Scott Feinerman

---

### Grants or Additional Funding Sources

Have you received any grants or any additional funding from other sources?
Please indicate the amount of any additional grants or funding: $

If yes, please describe:

A Perkins/VATEA grant comprises most of the funding for expenses outside of salaries and benefits.

$13,750 is allocated for the 2007-2008 period.

**Supplies 1,500**
**Printing 1,500**
**Telephone 250**
**Postage/mail 250**
**Contracts 7,000**
**Personal svc.**
**Memberships 2,000**
**Travel 1,000**
**Other Exp. 250**

---

### Validation Review

| Data Evaluation: | Accepted |
| Comments: |  |

**OBJECTIVES:**

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<th>Objective</th>
<th>Begins</th>
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<td>NA</td>
<td>High</td>
<td>In-Progress</td>
<td>2007</td>
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</table>

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### Resources - Facilities

**Facilities**

Were you satisfied with the discipline’s facilities?
Please describe:
How have the current facilities impacted the discipline?

Have there been any changes in the discipline's facilities in the past year?

If yes, please describe:

Respondent:

Supplies & Equipment

Were you satisfied with your instructional supplies and equipment?

please describe:

Validation Review

Data Evaluation: Accepted

Comments:

OBJECTIVES:

<table>
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<th>Objective</th>
<th>Begins</th>
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<td>NA</td>
<td>Critical</td>
<td>Pending Funding</td>
<td>2007</td>
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</table>

Validation Review

Resources - Resource Request

No Resources Submitted.

Accreditation - Progress Report

WASC Accreditation Planning Agendas

Have the faculty in the discipline initiated the alignment of student learning outcomes and course assessment?

if yes, please describe:

Some courses have established SLOs and others are in progress.

Have full-time faculty representatives from the Division attended monthly meetings of the Curriculum Committee?

if yes, please list the representatives and describe:

Respondent: Scott Feinerman

Comprehensive Program Review

Do you have any comprehensive program review agenda items that should have been addressed?

if yes, please describe:

Program Accreditation / Certification

Do you have any outside agency accreditations standards that should have been addressed?

if yes, please describe:

Validation Review

Data Evaluation: Accepted

Comments:
Supplemental Material

Supplemental Materials:

No Supplemental File(s).

Final Summary

Measure Summary

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</table>

Enrollment Growth Initiatives

Did you have any enrollment growth initiatives that occurred this year?  Yes

Program Participation

Did you offer any courses this year in any of the following programs: Online/on ground, hybrid classes, High School Outreach, ACT program, Weekend College?  Yes

Faculty Hiring

Do you see a need to increase full-time, tenure-track faculty?  Yes
Do you plan to submit a FPIP application?  No

Faculty Evaluations

Have all evaluations for faculty and staff that are due been completed?  

Professional Development

Have all of the faculty fulfilled their Flex requirements?  
Have you had any professional development for faculty?  
Do you have any mentoring of part-time faculty to ensure integrity of course outline?  

Facilities

Were you satisfied with your facilities?  

Supplies & Equipment

Were you satisfied with your instructional supplies and equipment?  

**OBJECTIVES:**

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<td>NA</td>
<td>High</td>
<td>In-Progress</td>
<td>2007</td>
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</table>
Grants or Additional Funding Sources

Did you receive any donated equipment and/or grants? Yes No
Were you over, under or on your budget? On

Course Updates, Syllabi & New Programs

Of the number of courses that need to be updated, how many have been completed? # Done # Due
Are instructors' class syllabi collected? Yes No
Have you developed any new courses and/or programs in the last year? Yes No

Student Learning Outcomes

Have you developed SLOs for your discipline? Yes No
Do you have assessment plans for program SLOs? Yes No
Have any courses assessed college or program SLOs? Yes No

Advisory Board

Do you have an Advisory Board? Yes No
Do you have minutes of your Advisory Board meetings? Yes No
Has the Advisory Board provided any recommendations and/or outcomes? Yes No

Past Unit Plan Objectives

What is the status of the objectives in the 2007 unit plan. Areas will evaluate the objectives included in the unit plan for 2007 in a grid with following measures: completed, in progress, deleted. Please explain outcome.

Based on your evaluation, what objectives or initiatives would you develop to improve this measure?

<table>
<thead>
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<td>2007</td>
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Validation Review

Final Evaluation: Accepted
Comments:

Submit Program Review

Program Review has been completed for this Unit.