<table>
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<th>2010 Program Review: Deans Comments</th>
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<td>Auto Collision Repair Technology</td>
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<td>ART</td>
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<td>Business Information Systems</td>
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<td>Drama</td>
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<td>Environmental Landscaping Design</td>
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<td>Geology</td>
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<td>Medical Assisting</td>
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<td>Multimedia Studies</td>
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<td>Music</td>
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<td>Nursing</td>
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<td>PE/Athletics</td>
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Area Directors and Deans Comments
ACRT-2010

1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

3. Please comment on the faculty and staff sections.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments

ACRT: I strongly support all requests made here. The ACRT program has provided great opportunities for students to compete in the workforce in this field. The remarkable expansion of the emerging field of electric vehicle technology is an area where the ACRT program has demonstrated great innovation in instruction, and has been rewarded with grants to support establishing a full electric vehicle tech program at CoM.

I support all of the requests made here to continue the support of a program with that has demonstrated great initiative is supporting CoM students to be competitive as possible in a very tough job market.

It is important to note that the great expansion of the auto industry into the electric transportation arena is one of the the most exciting technological advancements in the field of transportation in decades, and promises great economic opportunities for all involved.
1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

Comments from division dean (David Snyder):

I support all higher priority requests. It is also worth noting that some Software requests here are also essential for MMST courses, and they support college-wide SLOs. MMST courses have not been offered on the Kentfield campus in part because of insufficient lab facilities. However, the new FA 315 lab classroom now offers high quality Mac computers & screens. In addition, the new Communication transfer degree (to be linked with CSU curriculum, & allowing accelerated transfer of our students to CSUs under SB 1440) will require at least one MMST course of our students which should be provided on the Kentfield campus. Finally as mentioned, Information Literacy is now a college-wide SLO. It is therefore essential that we keep software suited for students not just in our Fine Arts program (as requested here), but also for introductory MMST courses on the Kentfield campus, and hopefully for other courses on campus that will encourage greater information literacy. These Software requests for the new FA 315 lab serve that need.

3. Please comment on the faculty and staff sections.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments
Area Directors and Deans Comments
Auto-2010

1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

3. Please comment on the faculty and staff sections.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments

This program has been recommended for program revitalization. I support all requests contingent on the approval of a bold revitalization proposal. That proposal should reflect the wishes of the Advisory Board as expressed in the December Advisory Board meeting. The Auto Tech Advisory board has requested that an in-depth analysis of the program be conducted with a report that provides information including the content of each current course, the SLO's of each course and the current certificate requirements. With that information, the Advisory Board members have indicated that they will then be prepared to provide meaningful recommendations for changes to the curriculum and the program. This curriculum overhaul is expected to enable the next step in re-designing certificates, and creating a program that will support greater student success, including greatly improved rates of program completion and overall student success.
1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

I have read and reviewed the instructional equipment requests from this department, and all items requested are needed and justified. Much of the equipment used in the biology discipline at College of Marin is outdated and in need of replacement...with other equipment justified merely to bring the department into the late 20th century. The summary of the requests is listed below, in priority order. I strongly support the acquisition of as many items below as is possible.

<table>
<thead>
<tr>
<th>Priority</th>
<th>Description</th>
<th>Unit Cost</th>
<th>Quantity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>pH meters</td>
<td>500</td>
<td>4</td>
<td>2,100</td>
</tr>
<tr>
<td>2</td>
<td>PROCELL set</td>
<td>759</td>
<td>1</td>
<td>884</td>
</tr>
<tr>
<td>3</td>
<td>Updated Power Lab System</td>
<td>47,100</td>
<td>1</td>
<td>50,950</td>
</tr>
<tr>
<td>4</td>
<td>Microscopes</td>
<td>2,700</td>
<td>24</td>
<td>70,144</td>
</tr>
<tr>
<td>5</td>
<td>Gas Pak Jar</td>
<td>800</td>
<td>2</td>
<td>1,750</td>
</tr>
<tr>
<td>6</td>
<td>Models</td>
<td>1,385</td>
<td>1</td>
<td>1,703</td>
</tr>
<tr>
<td>7</td>
<td>Spectronic 20</td>
<td>2,250</td>
<td>2</td>
<td>4,500</td>
</tr>
<tr>
<td>8</td>
<td>12L Digital Water Bath</td>
<td>1,000</td>
<td>2</td>
<td>2,200</td>
</tr>
<tr>
<td>9</td>
<td>Antibiotic Disk Dispenser</td>
<td>1,000</td>
<td>2</td>
<td>2,200</td>
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<tr>
<td>10</td>
<td>Hepa Filter Vacuum System</td>
<td>413</td>
<td>1</td>
<td>413</td>
</tr>
<tr>
<td>11</td>
<td>Ohaus Electronic Balance</td>
<td>175</td>
<td>4</td>
<td>700</td>
</tr>
<tr>
<td>12</td>
<td>Orbital Shaker</td>
<td>3,438</td>
<td>1</td>
<td>3,438</td>
</tr>
<tr>
<td>13</td>
<td>Posters (Museum of Life)</td>
<td>195</td>
<td>1</td>
<td>195</td>
</tr>
<tr>
<td>14</td>
<td>(2) Vans &amp; 1 pickup truck</td>
<td>60,000</td>
<td>1</td>
<td>60,000</td>
</tr>
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</table>

Additionally, the department requests an increase in the contract services budget, which is also needed to support the aging equipment. Examples are some microscopes which are over thirty years old as well as an autoclave that dates to the 1960s.

3. Please comment on the faculty and staff sections.

The department request for another full-time faculty member is justified, as well as the increase in the unit allocation. We have wait lists in several of the courses in the discipline and a large proportion of the units that are taught are offered by our part-time instructional staff.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments
Area Directors and Deans Comments
Business-and-Information-System-2010

1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

3. Please comment on the faculty and staff sections.
The Chair has provided excellent background and justification for the hire of at least two faculty in this department as soon as possible. If these full-time positions are not filled as requested, the program is in serious jeopardy.--WE have already had to cancel high-demand gen ed required classes due to the inability to recruit faculty to fill the need.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments
In addition to the Chair's well-supported argument for hiring full-time faculty to support a thriving CoM's business program. He correctly points out that the financial services sector in Marin County is considered one of the five 'Targeted Industries' for economic growth in Marin County.
Area Directors and Deans Comments
COUR-2010

1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

3. Please comment on the faculty and staff sections.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments

The only full-time faculty member in this program retired May 2010. Just before that retirement, this program was recommended for revitalization. Due to the lack of full time faculty to respond to the program revitalization recommendation, the representatives of the Academic Senate on PRAC agreed to delay the revitalization process for one year. The dean has worked with the program coordinator to institute changes in course and scheduling.

This program moved into the new IVC bldg in January 2011. The part-time faculty have taken full responsibility for the program, and are committed to revitalizing the program. As the dean, I am requesting that a full-time position be considered when the revitalization plan is implemented and proven to succeed.
Area Directors and Deans Comments  

DENT-2010

1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

3. Please comment on the faculty and staff sections.

   1. As of this date, Grace Hom has indicated that she is considering retirement at the end of June. If this occurs, I recommend a search for a full time faculty member/coordinaot for this program. Dental accreditation requirements mandate a coordinator and the intricate program regulations requires someone with the content expertise to run this program.

   2. The program move to IVC will make it very difficult to continue to function with an administrative assistant on the Kentfield campus. The program has many day to day administrative needs that require administrative assistance. It is recommended that Health Sciences be funded for an additional Administrative staff member.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

   Dental assisting relies on VTEA funding for tutoring support for students. Ongoing expenses should not be paid out of categorical funds.

   This program requires additional funds to be allocated for tutoring of dental assisting students.

5. Other comments

   Dean’s comments: I echo and support comments by the area director. Of particular importance is staffing the transition of Grace Hom. An administrative assistant on-site for the Health Science programs at IVC is “mission critical”. That position was approved by PRAC last year as a priority, but funding has not been forthcoming. I urge support to move toward funding this position as a top priority to support all health science programs at IVC. The health science programs serve a high-demand sector in Marin County?Health Care?and has been named as one of the top five “targeted industries” for continued strong growth supporting Marin’s economic development.
Area Directors and Deans Comments
DRAM-2010

1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

Comments from division dean (David Snyder):

I support all higher priority requests offered. The #1 request is quite expensive ($64,385.10), but also important - new lighting for the college's theater. There are tremendous cost savings to the college in lower energy use (43% direct electricity + lower HVAC loads to compensate for heat of older bulbs), as well as lower maintenance costs associated with replacing a system that in some areas is 40 years old. Perhaps the committee could consider phasing in this request, with 1/3 of lights replaced every several years. In addition to upgrading lights to current industry standards, this would provide students with the ability to work & learn under current lighting systems (as well as older systems that they may encounter), a necessary skill for theater production professionals who work in lighting.

3. Please comment on the faculty and staff sections.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments
Area Directors and Deans Comments
ELND-2010

1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

3. Please comment on the faculty and staff sections.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments

The ELND program has gone through a remarkable revitalization over the last two years. The entire curriculum has been overhauled with the support of a 15 member regional team assembled and supported by grant funding. The enrollment has increased four-fold over the last two years and the program has infused tremendous energy and acclaim for CoM and the Indian Valley Campus. I urge that these requests be funded in order to adequately supply the instruction. The Organic Farm and Garden housed under the ELND program has successfully raised grant funds to boost the launch of the native plant project. The grant supporting this native plant project requires a match of $5,000 in funds from the college, so this $5,000 investment of funds realized a very high return of at least double the value.
Area Directors and Deans Comments  
EMT-2010

1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

3. Please comment on the faculty and staff sections.
   1. Of note, the First Responder class was recently moved into the Fire Science program without the units moving with it. First Responder is the pre req to EMT 1. The course is three teaching units.
   
   2. The EMT program is on the IVC campus and demands continued administrative support from the assistant on the Kentfield campus. Administrative support is requested on site. This includes admission screening for EMT students each semester for pre reqs of health requirements, background checks, and course pre reqs. In addition maintenance of agreements with outside agencies, scheduling of experiences requires admin support.

   3. A department chair for the allied health programs is requested to coordinate programs on the IVC campus.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments

Comment from the Dean: This is the third year running for a request for on-site admin support at IVC for the Health Science programs located at that campus. This has been approved by PRAC, but not funded.
1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

3. Please comment on the faculty and staff sections.
   With the impending retirement of Mr. Don Foss, the disciplines of Geology and Geography will need to be taught entirely by part-time faculty -- unless full-time faculty are recruited and hired. As this program review illustrates, the disciplines have been struggling in recent times, with no replacement of full-time faculty who have retired. In order for these disciplines to remain viable, the Dean COMPLETELY supports the request to hire AT LEAST one full-time faculty member in Geology and one full-time faculty member in Geography.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments
   The disciplines of Geology and Geography are in desperate need of revitalization and the hiring of these full-time faculty members would allow the Department of Life & Earth Science to do just that.
Area Directors and Deans Comments  
MEDA-2010

1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

The Coordinator just retired and ran out of time before the retirement to complete the program review as she was ill. In addition the program moved to the new building and with the move there may be unanticipated expenses that will come up this year. Many will be provided for as a result of Modernization. I noted after the move that outdated equipment still exists in this program. For example I saw videos that must be updated into DVD's. The new coordinator will need to assess the new technology software needs of the program.

I also just discovered that the computer for the coordinator is slow and is not adequate enough to support current technology in the medical assisting field. A replacement is requested.

A computer for part time faculty is also requested.

3. Please comment on the faculty and staff sections.

A continued search is underway for the full time Faculty/Coordinator of the program. It is imperative that this position be filled as soon as possible.

An administrative assistant is needed for medical assisting as with all the health programs.

A department chair on the IVC campus is also requested.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments

I urge the approval of the request to replace the computer that falls very short of serving faculty and staff service the medical assisting program. This request has been in cue for over a year as IT has struggled to provide support. This program is under great stress without a full-time coordinator as duties of the coordinator must be shared until a full time replacement is in place. The stress from the lack of a functioning computer cannot be overstated.
1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

3. Please comment on the faculty and staff sections.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments

The Multimedia Program has undergone a voluntary revitalization and has doubled enrollment in the last three years. This was done inspite of a significant reduction of units and zero budget for supplies. The district did build a state-of-the-art lab as was promised by Measure C, and that is the first investment in MMST equipment by the district. This program has relied on grant funds for all equipment and supplies up until this year.

In order to maintain industry standards in technology as required by Career Technical Education Standards, the software requested here is required.

In addition, the approximately 20 that were cut from MMST while in the Arts & Humanities Division were invested in the Art Dept. Those units should be restored as a result of the remarkable revitalization progress.
1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

Comments from division dean (David Snyder):

I support all requests with one couple changes. Mike Irvine received a new computer, so that non-instructional equipment request is no longer necessary (confirmed with Mike on 2/3/11). In addition, a replacement for Tara's computer, a lower priority non-instructional equipment request, may also be in the works via IT.

As noted in the Software request for Pro Tools 9 upgrade, this software is also essential for MMST courses, and they support college-wide SLOs. MMST courses have not been offered on the Kentfield campus in part because of insufficient lab facilities. However the new FA 315 lab classroom now offers high quality Mac computers & screens. In addition, the new Communication transfer degree (to be linked with CSU curriculum, & allowing accelerated transfer of our students to CSUs under SB 1440) will require at least one MMST course of our students which should be provided on the Kentfield campus. Finally as mentioned, Information Literacy is now a college-wide SLO. It is therefore essential that we keep software suited for students not just in our Music program (as requested here), but also for introductory MMST courses on the Kentfield campus, and hopefully for other courses on campus that will encourage greater information literacy. These Software requests for the new FA 315 lab serve that need.

Backfill of lost Prop 20 funds with General Fund revenue was promised when this money was first being cut from department budgets - that is necessary for all Performing Arts programs as well as others that have received Prop 20 funds in the past.

Otherwise all priority #1 requests are important & valid. If full requests cannot be granted because of budget limits, phase-ins of some requests are better than nothing. (E.g. it would be better to receive 10 of the 20 headphones asked for than to receive nothing - we will simply submit a request for the remainder needed next year.)

3. Please comment on the faculty and staff sections.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments
Area Directors and Deans Comments  
Nursing-2010

1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

   THE RN program relies heavily in grants for funding. The only item that we are requesting from college funds is online Access to full text periodicals. This the third year of our request.

3. Please comment on the faculty and staff sections.

   We are again requesting an addition full time administrative assistant and approval for hiring a Director of Health Sciences, and a Dental Assisting Coordinator /full time faculty if retirement ensues.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

   The Capacity grants have paid for our Simulation Coordinator, Grant administrative assistance, tutoring, mentoring of new faculty, open skills labs, supplies and equipment. All of these expenses would be requested from the college if the grants are taken away. This amounts to over 100,000 per year.

5. Other comments

   This next year will be very challenging for Health Sciences as there is a possibility of new leaders/coordinators for all of the disciplines. With the retirement of the Director much working knowledge will be lost and the Department may need additional support. Ideally a department chair for the Allied Health programs would help out in the every day coordination of the programs that are now at IVC.
Area Directors and Deans Comments
Physical-Education,-Health-&-Athletics-2010

1. Please make any comments on the Five Pathways, Student Access and Success, Facilities, Curriculum and SLO sections.

2. Please comment on the instructional equipment requests, technology requests and other instructional materials requests sections. Please comment especially on any specific priorities without which this program cannot function.

3. Please comment on the faculty and staff sections.
As the Director of Athletics and P.E. I am 100% in support of both requests made by the department. The academic coordinator/sport information and assistant coaches positions are vital to the overall success of an Athletic and Physical Education department. These positions will not only be able to help the 150 full-time student athletes achieve their student success goals. They will also be able to improve access to a huge number of potential students in our campus community and our county community.

As Dean of the Math & Sciences Division, the division in which the Department of Physical Education and Athletics resides, I am also in TOTAL support of the requests made by the department. The academic coordinator position has been funded for two years now by "soft" money (EEIF grants), and this will end. These funds have been an important factor in increasing the overall quality of the Department, and has allowed the college to support student athletes academically. The need to continue this kind of academic support is critical.

Further, the need to compensate our assistant coaches at competitive levels is ALSO critical in order to recruit and retain quality individuals. I, without reservation, endorse this request as well.

4. Please itemize expenses currently covered by external funds that may revert back to general funds.

5. Other comments