Cerritos College
Instructional Program Review

Instructional Program Review Goal Establishment Form (Appendix C)

GOALS	ACTION TO BE TAKEN	COMPLETION DATE	PERSON ASSIGNED
Short-term goals (next 3 years)			
W2/O2/O4/T2 - Advertise the EDT Program to the appropriate audiences.	Advertise the EDT Program to the appropriate audiences. This includes Teacher TRAC students and K12 teachers and districts, as well as to Cerritos College instructors and instructors from other community college campuses.	2021	EDT Department Chair/Faculty
W3/T2 - Create online infomercial about EDT Department.	Create online infomercial about EDT Department to attract students.	2020	EDT Department Chair/Faculty
O6 - Update EDT website to include searchable hit terms	Update EDT website to include searchable hit terms, i.e., educational technology; instructional technology; etc.	2019	EDT Department Chair/Faculty
W4 - Expand Advisory Committee	Recruit new members to the Advisory Committee.	2019	EDT Department Chair/Faculty
T7 – Update EDT Instructional Multi-Media certificate	Update the Fundamentals of Instructional Multi-Media Production and change from a non-transferable course to a transferable course	2020	EDT Department Chair/Faculty
W5 – Create a Program Improvement Plan	Create an EDT program improvement plan with steps to review and update SLOs	2019	EDT Department Chair/Faculty
T1 - Work with counselors to encourage taking EDT50	EDT50-Preparation for Online Learning was promoted by counselors for all students taking online courses for the first time. This practice seems to have stopped. Work with counselling to encourage them to re-embrace this practice to help student retention	2019	EDT Department Chair/Faculty

GOALS	ACTION TO BE TAKEN	COMPLETION DATE	PERSON ASSIGNED
Long Term Goals (over 3 years)			
W6 - Update skills courses to include video "how-to's"	Add videos demonstrating the actions required by the students with audio instructions	2023	EDT Department Chair/Faculty
W1/T1 - Partnership with iFALCON	Partnership with iFALCON as one way to prepare students for learning	2022	EDT Department Chair/Faculty
T3 – Develop plan to improve completion and success rates	Once enrollment increases, develop a plan to improve completion and success rates by collecting data to develop a baseline for the new increased enrollment.	2023	EDT Department Chair/Faculty
O8 – Create a new Instructional Design certificate	Instructional design is a growing field. Many EDT courses currently offered would fit into this certificate but several others will need to be created.	2023	EDT Department Chair/Faculty

GOALS	ACTION TO BE TAKEN	COMPLETION DATE	PERSON ASSIGNED
On-Going Goals			
W1/T1/T3 – Remind faculty to continually contact students	Department Chair to continue reminding faculty to send announcements regarding due dates	On-going	EDT Department Chair/Faculty
O2/O3/O5/T4 – Attend conferences pertaining to online instruction and EDT	To remain current in the field, attend conferences relating to online education and educational technology	On-going	EDT Department Chair/Faculty
T1 – Ensure EDT courses include information in multiple places informing students of requirements for course	To try to develop student understanding that EDT online courses are rigorous and meet the "Student Contact Hours" as defined by California Education Code, Title V, section 55002 (referred to as the Carnegie unit), the Department Chair will remind faculty to include this information in multiple areas in their online courses.	On-going	EDT Department Chair/Faculty