



# Annual Program Review 2011-2012 - INSTRUCTIONAL

## Division - Program

### BUSINESS – REAL ESTATE

#### Authorization

After the document is complete, it must be reviewed and submitted to the Program Review Committee by the Division Chair.

Author: Walt Huber  
 Division Chair: Rory Schlueter  
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#### Overview of the Program

*All degrees and certificates are considered programs. In addition, divisions may further delineate and define programs based on their assessment needs (developmental sequences, career track, etc).*

**Statement of Purpose** – briefly describe in 1-3 sentences.

The purpose is to train students to become licensed real estate salespersons and brokers, as well as appraisers, mortgage loan brokers, property managers, escrow officer, and title insurance professionals just to name a few of the professions real estate education provides.

Please list the **most significant achievement** accomplished since your last program review.

We have received Board Approval for three new Skill Awards, including Real Estate Office Assistant, Real Estate Sales Professional, and Real Estate Salesperson- Exam Qualified; two of which are pending as Certificates and AS Degrees. We also moved up to the fifth highest number of enrolled students in Real Estate Programs amongst all California Community Colleges, and 8<sup>th</sup> in success rate according to the California Community Colleges Chancellor's Office Spring 2011 Update.

List the current major strengths of your program

1. Flexibility – we offer full-time, 8-week, 5-week, online, evening and hybrid classes.
2. Students can sit for state licensing exam after only one semester – taking 3 courses.
3. Certificate and skill awards lead to licensing and immediate employment opportunities!

List the current weaknesses of your program

1. Too many non-real estate students drop because they are using classes as placeholders due to lack of general course availability.
2. Decision-making process for student learning objectives too time consuming
3. Limited class sizes make it difficult to accommodate all the students wanting to take RE courses.

### 1.0. Trend Analysis

For each program within the division, use the data provided to indicate trends (e.g., steady, increasing, decreasing, etc.) for each of the following measures.

Program	Academic Year	FTEs Trend	FTEF Trend	WSCH / FTEF Trend	Full-Time % Trend	Fill Rate Trend	Success Rate Trend	Awards Trend
Real Estate	2007-2008	96	6.2	488	0.0%	61.9%	73.1%	13
	2008-2009	91	5.6	516	3.6%	65.4%	75.0%	12
	2009-2010	106	5.8	581	6.9%	67.3%	74.2%	6
	2010-2011	100	6.5	494	9.3%	81.3%	63.6%	14
	% Change 4-Yr. Trend	+4.8% stable	+3.7% stable	+1.1% stable	-- increasing	+31.3% increasing	-13.1% decreasing	+7.7% stable
Business Division TOTAL	2007-2008	1,214	78.6	491	40.8%	66.4%	71.6%	275
	2008-2009	1,218	75.1	516	38.7%	73.7%	72.4%	258
	2009-2010	1,324	77.7	542	33.1%	79.6%	72.9%	227
	2010-2011	1,430	84.3	540	33.0%	90.4%	71.6%	194
	% Change 4-Yr. Trend	+17.8% increasing	+7.3% stable	+9.8% stable	-19.2% decreasing	+36.1% increasing	+0.0% stable	-29.5% decreasing

1.1. Describe how these trends have affected student achievement and student learning:

The decrease in Success Rate Trend is due to toughening of testing material as dictated by the Department of Real Estate and reflective of the more difficult state exam materials.

1.2. Is there other relevant quantitative/qualitative information that affects the evaluation of your program?

### 2.0. Student Learning and Curriculum

Provide the following information on each department and program within the division.

List each Department within the Division as well each degree, certificate, or other program* within the Department	Active Courses with Identified SLOs		Active Courses Assessed		Course Sections Assessed		If this area has program outcomes have they been assessed? Yes or No
	n/n	%	n/n	%	n/n	%	
Real Estate	13/13	100%	13/13	100%			No

2.1. Please comment on the percentages above.

- 2.2. a) Please provide a **link**\* to all program assessment timelines here. This link could be to your division /department website, eLumen, etc.
- b) Briefly summarize any pedagogical or curricular elements of courses/programs that have been changed or will be changed as a result of developing assessment timelines and course/program alignment matrixes.
- c) Based on the program assessment timelines you have developed and the evidence you have gathered, please comment briefly on how far along your division/program is in the assessment process.

[www.cccco.edu](http://www.cccco.edu)  
[www.dre.ca.gov](http://www.dre.ca.gov)  
[www.nar.org](http://www.nar.org)

- 2.3 a) Please provide a **link** to any program and/or relevant course assessment reports. Does the evidence from assessment reports show that students are achieving the desired learning outcomes?
- b) Please briefly summarize any pedagogical or curricular elements of courses and/or programs that have been changed or will be changed as a result of the assessments conducted.

- 2.4 Please list all courses which have been reviewed in the last academic year.  
*Note: Curriculum Review is required by the Chancellors Office every 6 years.*

All of the RE courses have been reviewed.  
 RE 101 RE163  
 RE 120 RE164  
 RE 130 RE180  
 RE 140 RE190  
 RE 150 RE195  
 RE 161 RE250  
 RE 162

- 2.5 Please list all degree/certificate programs within the division that were reviewed in the last academic year.

Real Estate Sales Professional Skill Award - new  
 Real Estate Office Assistant Skill Award- new  
 Real Estate Salesperson – Exam Qualified Skill Award – new  
 Real Estate Broker Certificate  
 Real Estate Appraisal Certificate

- 2.6 For each program that was reviewed, please list any changes that were made.

Three skill awards are new so no changes  
 Added first and last day learning assessments  
 Brokers Certificate reflects new Mortgage Loan Originator Licensing laws

### 3.0. Reflection and Action Plans

3.1 What recent activities, dialogues, discussions, etc. have occurred to promote student learning or improved program/division processes?

Division, Department and Advisory Meetings. Community College Chancellors Office Conferences, DRE conferences, DRE and CAR Webinars.

3.2 Using the weaknesses, trends and assessment outcomes listed on the previous pages as a basis for your comments, please briefly describe your plans and/or modifications for program/division improvements

Plans or Modifications	Anticipated Improvements
Dept. Head will be teaching more classes	More students passing state licensing exams
More collaboration between part-time and full-time instructors	Higher success rate and increased FTE
Switching to more efficient and less expensive online class platform	Easier access and less difficulty for students to succeed taking online courses

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