

Program Review Year 2005 – 2006

Name of Program:

Early Childhood Education

ECE Program Review Team Members

Team Leader:

Gail Feigenbaum, ECE Coordinator

Team Members:

Jeri Bayer, Director of Education

Deirdre Budzyna, Faculty (ECE)

Beth Donovan, Administrative Assistant

Ellen Grondine, Dean of Human Services

Jane Mulcahy, Faculty (ECE)

Maureen Pasek, ECE Advisory Committee Member

Barbara Stachnewicz, Faculty (English Dept.)

Kim Valcourt, Faculty (ECE)

Colleen Walsh, NECC Student Services

DATE: May 2006

SECTION SIX: SUMMARY

I. CONCLUSIONS: PROGRAM STRENGTHS AND WEAKNESSES

A. List and describe the program's major strengths, based on information obtained in the Program Review. Cite evidence for each identified strength.

AREA OF STRENGTH	EVIDENCE
Well developed curriculum with program objectives aligned with NAEYC standards	See Curriculum Map (Appendix 3).
Multiple partnerships within the college that effectively support the program	Various collaborative relationships listed on p. 10-11.
A significant number of partnerships with community and state agencies/programs which are mutually beneficial	Various collaborations listed on p. 11-12.
Effectively timed and varied field placements and practicum experiences	Feedback from students and faculty
Reciprocal communication with practicum supervisors	Policies and procedures described in ECE Practicum Handbook (Appendix 4). Feedback from supervising teachers (anecdotal and surveys)
Active Advisory Committee	See Appendix 2 (ECE Advisory Committee minutes).
Knowledgeable and committed faculty and professional staff	"Teamwork" demonstrated in program review process. Credentials listed on Chart 6 (Appendix 1).
Dedicated classroom on Haverhill Campus (C301)	See description on p. 25.
Procedures in place to ensure adequate communication with students on program policies and expectations	See Section One, III. (A).
Support for students to achieve academic success	See Section One, III. (A).

B. List and describe the program's weaknesses or areas in which improvement is desirable, based on information obtained in the Program Review. Cite evidence for each identified weakness or area for improvement.

AREAS FOR IMPROVEMENT	EVIDENCE
Limited number of ECE faculty advisors	Issues discussed in Section Two, regarding retention. Issues discussed in Section Four, regarding program resources.
Limited full-time faculty	Issues discussed in Section Four, regarding program resources.
Lack of mechanisms for formal dialogue and communication with other NECC departments	In reviewing curriculum and program outcomes, we discovered there are no defined mechanisms for sharing information with other departments providing required courses for our program.
Lack of evening personnel for class presentations on support services available (i.e., Advising and Library staff)	Feedback from DCE faculty
Inconsistent standards for classroom sites for work-site practicums	Feedback from work-site practicum supervisor
Informing DCE faculty about college resources and support services available	Feedback from faculty
Lack of dedicated classroom space/materials for ECE students on Lawrence Campus	See report on classrooms in Lawrence, p. 26.
Lack of systematic evaluation of graduates' employment or transfer success	As described in Section 4C currently there is not a comprehensive process in place.
Lack of mechanism to assess computer fluency.	No current mechanism in place. See Section Three.
Limited access to library resources for evening students in Lawrence	Library hours of operation

II. ACTION PLAN

For each identified weakness or area in which improvement is desirable, submit an Action Plan. (When designing the Action Plan, a suggested plan would include the elements of Process Management using a Plan-Do-Study-Act (PDSA) cycle.) (Note: Add as many of the following tables as necessary.)

Problem	Improvement Activity	Person Responsible	Date of Activity	Findings
Limited number of ECE faculty advisors	Assign advising time to some ECE adjunct faculty	To be determined		
Analysis:				

Problem	Improvement Activity	Person Responsible	Date of Activity	Findings
Limited full-time faculty	Hire an additional full-time ECE faculty member	To be determined		
Analysis:				

Problem	Improvement Activity	Person Responsible	Date of Activity	Findings
Dialogue and communication with other NECC departments	Establish college-wide procedures for Deans and Program Coordinators	To be determined		
Analysis:				

Problem	Improvement Activity	Person Responsible	Date of Activity	Findings
Lack of evening personnel for class presentations on support services available	Make arrangements for designated staff to be available to make presentations in evening and Saturday classes	To be determined		
Analysis:				

Problem	Improvement Activity	Person Responsible	Date of Activity	Findings
Inconsistent standards for classroom sites for work-site practicum	Develop policy and expectations for all classroom sites utilized for work-site practicum (to be incorporated in work-site Practicum Handbook)	ECE Coordinator and Practicum Supervisor	Summer 2006	
Analysis:				

Problem	Improvement Activity	Person Responsible	Date of Activity	Findings
Informing DCE faculty about college resources and support services available	a) Providing some general information at scheduled department meeting each semester b) Offer "orientation modules" to ECE course instructors (CDs and handouts being developed with information for students)	To be determined		
Analysis:				

Problem	Improvement Activity	Person Responsible	Date of Activity	Findings
Lack of dedicated classroom space/materials for ECE classes on Lawrence Campus	Arrange for use of classroom with furniture and space more conducive to effective teaching and learning for ECE curriculum	To be determined		
Analysis:				

III. RESOURCES REQUESTED

Complete the following chart, including quotes from vendors, diagrams for requested space, and draft postings as appropriate. (Note: Add rows, increase row height, etc., as needed.)

1. EQUIPMENT				
Item	Justification	Vendor (include contact information)	Cost	Date Needed
Tables	Needed for classroom(s) in Lawrence			
Cabinet(s) with lock(s)	To store materials for class activities			
2. PERSONNEL				
Position (identify as faculty, staff, etc.)	Justification	Credentials/area of content expertise related to curriculum	Salary	Date Needed
Faculty Member	Needed to teach courses and be available for advising ECE students			
Staff Associate	Needed to advise students in evening and on weekends			

3. SPACE

Type of space requested	Justification	Description (include square feet, construction requirements, e.g., plumbing, electricity, data ports)	Cost	Date Needed
Dedicated classroom space with flooring and room for tables on Lawrence Campus	Needed to make learning environment more conducive to effective teaching for ECE curriculum			