

Santa Rosa Junior College

Program Resource Planning Process

Dietetic Technology 2014

1.1a Mission

The mission of the Dietetic Technology Program at SRJC is to provide both academic and experiential learning environments that prepare graduates to be competent entry-level Dietary Service Supervisors or Dietetic Technicians or to continue in higher education in a related field.

1.1b Mission Alignment

This mission statement is consistent with the District's mission to “promote student learning ... by increasing the knowledge, improving the skills and enhancing the lives of those who participate in our programs”.

1.1c Description

The Dietetic Technology Program offers classes for obtaining a California Department of Public Health (CDPH) approved Dietary Service Supervisor (DSS) Certificate. This certificate represents the minimum qualification to manage foodservice in many locations, including well-paid positions in health care, such as Skilled Nursing Facilities (SNF's) and hospitals. A comprehensive program review was completed and submitted to the CDPH in May, 2012, as application for renewal of the DSS certificate program approval. The application was initially reviewed in January, 2013. Conference calls that included reviewers from CDPH as well as program coordinators from colleges around the state were held in February, 2013. Review of this application from our program continued through Fall, 2013 with email assurance that SRJC's program would be reapproved. SRJC's DSS program was granted approval in April, 2014.

The Diet Tech (DT) program has been granted full accreditation for a program to train Dietetic Technicians, Registered (DTRs) by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND, formerly known as the American Dietetic Association). ACEND is a nationally recognized accrediting body. The accrediting body based its decision on a peer review of our Self-Study report which addressed the 2012 Accreditation Standards, a site visit report and our programs response to this report. Final review of all reports resulted in this decision to fully accredit our program at the ACEND Board meeting in April, 2013. We were informed of the board's decision in late May, 2013.

The DT program includes completion of the Dietetic Technician Associate Degree major, approved by the California State Chancellor's office in August, 2009. DTRs are trained both to manage foodservice and to work with Registered Dietitians in a variety of settings as part of the health care team, providing general, health promoting, disease preventing nutrition screening, counseling, education and other services.

1.1d Hours of Office Operation and Service by Location

The Diet Tech Program is one of six programs in the CFS Department. The CFS office is located in Garcia Hall on the Santa Rosa campus, staffed two afternoons each week from approximately 11:00 am - 5 pm by one part time Lab Assistant and four afternoons each week by an Administrative Assistant. The Lab Assistant, working 10 hours each week for CFS, supports all programs in the department as well as all FDNT and DIET classes taught in the new culinary center. The Administrative Assistant works Monday through Thursday afternoons, in a 0.6 position.

1.2 Program/Unit Context and Environmental Scan

Graduates of both the DSS Certificate and the DTR Associate Degree programs are critically needed in the healthcare industry, especially as foodservice managers in the Long Term Care (LTC) Skilled Nursing Facilities (SNF). As the population ages, these facilities will continue to grow and have demand for our students. Positions as foodservice managers in both SNFs and in Assisted Living facilities are well paid and REQUIRE a minimum of the DSS certificate as qualification for management level employment. In addition, school food systems continue to be excellent employers for our graduates. While some positions may not require a specific certificate or degree as a minimal condition for employment, it has been reported that students with the DSS certificate are more highly regarded by the school food service, both for initial employment and for career advancement. This has been the case for several of our program grads. One of our program graduates was recently promoted from a position as a supervisor into the Foodservice Director position over the Santa Rosa City School District. Two more grads who were hired right out of the program are now working as "preceptors" (supervisors) for our current students as they complete their Supervised Field Service (SFE) hours.

With increased enrollment of DTR students, DIET classes required for either the DSS certificate or the DT major are now offered once each year. In the fall, student placements in Supervised Field Experience (SFE) are in healthcare inpatient settings or assisted living facilities. In Spring, SFE are either in long term care or, for the advanced Dietetic Technician classes, in community settings, including schools, senior meal programs, Headstart, and other health promotion organizations. There continues to be program support from various healthcare organizations and businesses, as evidenced by enthusiastic attendance at our Update in Dietetic Technology (DIET 253) workshop, and the "preceptor trainings", most recently offered in January, 2014. The summer workshop was a major part of our marketing strategy and must receive district support so that it can be reinstated for future summers.

Despite program support from the community, it is becoming increasingly difficult to get enough adequately qualified nutrition professionals to meet the student demand for SFE placements. Continuing to meet this need in the future should improve with more outreach by the newly hired program coordinator.

With the exception of the advanced SFE classes, enrollment in DIET classes has continued to grow throughout the 2012-13 academic year and into Fall, 2013, indicating continued justification for offering all program requirements at least once every year. Program marketing ceased for the 2011-12 year due to the withdrawal of administrative support for hiring a

program coordinator during the 2010-11 year, but growth has been strong since the program coordinator was hired starting Fall 2012.

There are several pre-requisites for DIET 106.1 and 106.2, the advanced SFE classes, limiting the number of students who are eligible to enroll. Placements for students in these classes has become more difficult over the last year, making relatively lower enrollment an advantage for meeting our obligations to students.

On a positive note, students continue to receive job offers as a result of these field placements, on the condition that they finish the program. Program graduates are especially valued in meeting the ongoing need for foodservice managers in Skilled Nursing Facilities. Rehabilitation and Assisted Living facilities are other potential employers for graduates of the Diet Tech programs. Grant funded programs providing community based nutrition education offer future opportunities for our grads.

2.1a Budget Needs

The amount of budget allocated to this program has barely covered copying costs for classes. All funds are used extremely effectively with expenses for some items shared with Foods and Nutrition program when possible and appropriate. To support attendance by the program coordinator at professional conferences, CTEA mini-grant funds have been used to the maximum amounts available. The department needs funds for marketing the program, and outreach. Money to pay instructors to teach Diet 253 (Annual Update in Diet Technology) or other training/CEU's for our preceptors would be helpful. Currently, the Diet Tech Program budget represents an extremely small percentage of the overall district budget. Considering the high paying jobs achieved by our program graduates, an increase in funding both for program coordination and for marketing is warranted.

All Diet Tech classes using teaching kitchens currently share space in the Culinary Arts Building. Previous requests for purchasing commercial equipment for Garcia are no longer valid.

Santa Rosa Junior College - Program Unit Review

Dietetic Technology - FY 2012-13

2.1 Fiscal Year Expenditures

Santa Rosa Campus

Expenditure Category	Unrestricted Funds	Change from 2011-12	Restricted Funds	Change from 2011-12	Total	Change from 2011-12
Faculty payroll	\$159,352.00	187.96%	\$0.00	0.00%	\$159,352.00	187.96%
Adjunct payroll	\$14,016.35	-65.02%	\$0.00	0.00%	\$14,016.35	-65.02%
Classified payroll	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
STNC payroll	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Student payroll	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Management payroll (and Dept Chairs)	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Benefits (3000's)	\$49,077.51	87.95%	\$0.00	0.00%	\$49,077.51	87.95%
Supplies (4000's)	\$526.02	-39.60%	\$0.00	0.00%	\$526.02	-39.60%
Services (5000's)	\$29.72	142.02%	\$0.00	0.00%	\$29.72	142.02%
Equipment (6000's)	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%
Total Expenditures	\$223,001.60	82.19%	\$0.00	0.00%	\$223,001.60	82.19%

Petaluma Campus: The program does not have any expenditures on the Petaluma or other campuses.

Expenditure Totals

Expenditure Category	Amount	Change from 2011-12	District Total	% of District Total
Total Expenditures	\$223,001.60	82.19%	\$109,755,801.72	0.20%
Total Faculty Payroll	\$173,368.35	81.72%	\$37,642,229.36	0.46%
Total Classified Payroll	\$0.00	0.00%	\$17,914,387.66	0.00%
Total Management Payroll	\$0.00	0.00%	\$9,033,594.60	0.00%
Total Salary/Benefits Costs	\$222,445.86	83.06%	\$83,300,149.56	0.27%
Total Non-Personnel Costs	\$555.74	-37.08%	\$13,951,537.78	0.00%

2.1b Budget Requests

Rank	Location	SP	M	Amount	Brief Rationale
0001	Santa Rosa	01	00	\$2,000.00	For marketing the Diet Technology program
0002	Santa Rosa	03	01	\$100.00	Supplies for student run health promotion booths and other outreach as part of their health education training.
0003	Santa Rosa	02	06	\$500.00	For books and reference materials

2.2a Current Classified Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Shared 0.25 FTE Lab Assistant	10.00	10.50	Support for maintaining teaching kitchen labs and equipment in these labs; critical role in ordering supplies, especially for foods classes; major role in helping monitor and maintain budgets.
Shared 0.6 FTE Admin Assistant	24.00	12.00	This position helps meet the needs of all programs in the CFS Department: Support for clerical needs of DT Advisory Committee and for ongoing preceptor trainings. Provide program information for potential students via phone and walk-ins. Major clerical support for curriculum: input new course proposals; ongoing input for all regular curriculum, review and revisions. Inputs SLO Assessments into SharePoint. Maintains currency of contracts for Supervised Field Experience sites.

2.2b Current Management/Confidential Positions

Position	Hr/Wk	Mo/Yr	Job Duties
None at this time	0.00	0.00	

2.2c Current STNC/Student Worker Positions

Position	Hr/Wk	Mo/Yr	Job Duties
None at this time.	0.00	0.00	

2.2d Adequacy and Effectiveness of Staffing

Current classified staff is used VERY efficiently. However, because the workload exceeds classified staff availability, faculty are working without compensation to meet program needs. There have been significant cuts to the CFS Lab Assistant hours and the Dean has informed our department that the CFS Lab Assistant may be moving 100% to the Culinary department at the end of this Spring 2014 semester. No further decisions have been made, but if our 20% Lab Assistant is moved to strictly the Culinary department, we are requesting a 40% Laboratory Assistant position, as 10 hours per week for a Lab Assistant position is insufficient to meet the needs of our department.

The Administrative Assistant was reclassified to an Administrative Assistant II in July, 2012. However the total number of hours for this 0.6 position continues to be inadequate.

Student enrollment in the Diet Tech program has continued to increase in the last two years, which has significantly increased the faculty and staff workload, especially to handle program inquiries and entry level student guidance needs over the summer when faculty

are not available. This method of meeting basic program needs is not sustainable and does not allow for serious ongoing program review and continuous quality improvement, as encouraged by SRJC and as mandated for the DT program by the accrediting body for the Academy of Nutrition and Dietetics. Though some of this work could be shared by classified staff, most requires the expertise of faculty who could be paid at the non-instructional rate for summer hours.

Santa Rosa Junior College - Program Unit Review

Dietetic Technology - FY 2012-13

2.2 Fiscal Year Employee Data and Calculations

Employee Head Counts

Employee Category	Count	Change from 2011-12	District Total	% of District Total
Contract Faculty	2	100.00%	283	0.71%
Adjunct Faculty	5	0.00%	1276	0.39%
Classified Staff	0	0.00%	497	0.00%
STNC Workers	0	0.00%	420	0.00%
Student Workers	0	0.00%	597	0.00%
Mgmt/Admin/Dept Chair	0	0.00%	148	0.00%

Employee FTE Totals

FTE Category	FTE	Change from 2011-12	District Total	% of District Total
FTE-F - Faculty	2.4661	94.63%	642.6824	0.38%
FTE-CF - Contract Faculty	2.0000	233.33%	278.5000	0.72%
FTE-AF - Adjunct Faculty	0.4661	-30.12%	364.1824	0.13%
FTE-C - Classified	0.0000	0.00%	400.6181	0.00%
FTE-ST - STNC	0.0000	0.00%	50.7970	0.00%
FTE-SS - Support Staff	0.0000	0.00%	627.9055	0.00%
FTE-SW - Student Workers	0.0000	0.00%	176.4904	0.00%
FTE-M - Management	0.0000	0.00%	118.9300	0.00%
FTE-DC - Department Chairs	0.0000	0.00%	50.0000	0.00%

Student Data

Data Element	Value	Change from 2011-12	District Total	% of District Total
FTES-CR - Credit	9.7981	-12.15%	16141.1500	0.06%
FTES-NC - Non-Credit	0.0000	0.00%	2064.1447	0.00%
FTES - combined	9.7981	-12.15%	18205.2947	0.05%
Students Enrolled/Served	170	58.88%	30000	0.57%

Calculations

Data Element	Value	Change from 2011-12	District Total	% of District Total
FTE-S : FTE-F	3.9731	-54.86%	28.3270	14.03%
FTE-AF : FTE-CF	0.2331	-79.04%	1.3077	17.82%
FTE-F : FTE-SS	0.0000	0.00%	1.0235	0.00%
FTE-F : FTE-M	0.0000	0.00%	5.4039	0.00%
FTE-SS : FTE-M	0.0000	0.00%	5.2796	0.00%
FTE-ST : FTE-C	0.0000	0.00%	0.1268	0.00%
Average Faculty Salary per FTE-F	\$70,299.68	-6.63%	\$58,570.50	120.03%
Average Classified Salary per FTE-C	\$0.00	0.00%	\$44,716.87	0.00%
Average Management Salary per FTE-M	\$0.00	0.00%	\$75,957.24	0.00%
Salary/Benefit costs as a % of total budget	99.75%	0.48%	75.90%	131.43%
Non-Personnel \$ as a % of total budget	0.25%	-65.46%	12.71%	1.96%

Restricted Funds as a % of total budget	0.00%	0.00%	11.39%	0.00%
Total Unit Cost per FTE-F	\$90,425.62	-6.39%	\$170,777.67	52.95%
Total Unit Cost per FTE-C	\$0.00	0.00%	\$273,966.16	0.00%
Total Unit Cost per FTE-M	\$0.00	0.00%	\$922,860.52	0.00%
Total Unit Cost per FTE-S	\$22,759.69	107.39%	\$6,028.78	377.52%
Total Unit Cost per student served/enrolled	\$1,311.77	14.67%	\$3,658.53	35.86%

2.2e Classified, STNC, Management Staffing Requests

Rank	Location	SP	M	Current Title	Proposed Title	Type
0001	ALL	00	00	None	Laboratory Assistant III	Classified

2.3a Current Contract Faculty Positions

Position	Description
Jill Tarver	Program Coordinator for Dietetic Technology Program - 20% reassigned time. 41% of faculty salary paid from 1332 (Diet Tech) budget code; 59% of faculty salary paid from 1301 (Food and Nutrition) budget code. Program coordination for the Dietetic Technician position involves coordinating with a multitude of professionals in the community, including Humboldt, Lake, Mendocino, Napa, and Marin as well as Sonoma counties to place students each semester in supervised field experiences. In addition, maintenance of records documenting both individual student progress as well as overall program compliance with accreditation standards requires faculty level expertise.
Anne O'Donnell	Program Coordinator for DSS Program - no reassigned time. Primary teaching responsibility most semesters is in Food and Nutrition; 24% or less is teaching in Diet Tech, as curriculum /class schedule requires. Currently receiving 40% reassigned time for SLO Assessment coordination.

2.3b Full-Time and Part-Time Ratios

Discipline	FTEF Reg	% Reg Load	FTEF Adj	% Adj Load	Description
Diet Tech	0.0000	0.0000	0.0000	0.0000	Ratios range from 48-76% part-time

2.3c Faculty Within Retirement Range

Retirement of DSS program coordinator is expected Spring 2015.

2.3d Analysis of Faculty Staffing Needs and Rationale to Support Requests

Diet Tech classes frequently require additional expertise beyond the general Food, Nutrition, or Dietetics discipline background, which makes recruiting faculty in this area extremely difficult (Example: Serv Safe Certified for DIET 50; foodservice MANAGEMENT experience for DIET 52; Clinical experience in Long Term Care for DIET 57). Instructors with several years teaching experience have been asked to get the extra help and/or training to teach some of these courses (DIET 57), with limited success. This has resulted in one of the regular instructors stepping back in to teach specialty courses, with the result that less time is available for other program coordination responsibilities.

We have interviewed for new instructors about once each year to meet curriculum needs. Because of class scheduling, Adjunct Faculty have a greater workload preparing for one section of a specialty class that is taught only once each year or every other year (DIET 52, DIET 176) compared to instructors who may have the opportunity to teach a course in consecutive semesters and/or multiple sections of a course in one semester.

The district hired a new Diet Tech coordinator/FDNT instructor for Fall 2012. This has been a great help with the work load and has allowed tremendous program growth in the last two years, helping reach the potential for meeting industry needs. However, with the upcoming retirement of one of the two DIET/FDNT instructors, the coordinator of the DSS program, it will be impossible to maintain the program at its current level much less see continued growth, unless a full time replacement is hired for this position.

2.3e Faculty Staffing Requests

Rank	Location	SP	M	Discipline	SLO Assessment Rationale
0001	ALL	00	00	None requested at this time	

2.4b Rational for Instructional and Non-Instructional Equipment, Technology, and Software

Bioelectrical impedance devices (body fat analyzers) could be used in Diet 176 as well as in the Foods and Nutrition courses in the CFS Department.

2.4c Instructional Equipment and Software Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0001	ALL	00	00	Laptop computer	1	\$500.00	\$500.00	Jill Tarver	875 Garcia Hall	Rose Logue
0002	ALL	00	00	Bioelectrical Impedence Devices	3	\$32.00	\$96.00	Jill Tarver	801 Garcia	Rose Logue

2.4d Non-Instructional Equipment, Software, and Technology Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0000	ALL	00	00	None requested at this time	0	\$0.00	\$0.00			

2.5a Minor Facilities Requests

Rank	Location	SP	M	Time Frame	Building	Room Number	Est. Cost	Description
0001	Santa Rosa	00	00	1 Year	Garcia	Building	\$200,000.00	<p>Many of the light fixtures in 860 Garcia need replacing. This continues to be both a safety issue and a concern that limits visibility of computer projected images in this smart room.</p> <p>Remodel Garcia to be more energy efficient. Update the building to meet GREEN standards as in newer buildings. Convert Rooms 855 and 875 into multi-purpose smart teaching classroom with tables and chairs.</p>

2.5b Analysis of Existing Facilities

Garcia Hall is in need of basic infrastructure improvements including remodeling to prevent rodent infestation; window and flooring improvements and/or replacements; lighting replacements/improved control systems. Further, the HVAC system is desperately in need of updating and extension into additional office areas. This HVAC system is based on a boiler that is constantly breaking down. This system should be converted to a more energy efficient system to save the District in energy costs. During 2013-14 there continued to be several days when faculty offices were not heated (wall temperature 45-55o), other days when especially Room 860 was overheated, making working and student conditions intolerable and certainly inefficient. Students constantly complain that classrooms are either unbearably cold (especially Room 880) or too hot (especially Room 860).

Additional storage space that became available when Culinary supplies were moved from the building has been invaluable. Storage in hall cabinets has allowed all instructors to access supplies more easily compared to when supplies were stored in the Room 860 classroom. Students are now able to access supplies for their educational booths more efficiently. Converting Rooms 875 and Room 855 into a multi-purpose smart classroom with tables and chairs would help meet needs of our classes that use several activities not possible with the more traditional tablet desks in Room 860.

Our facilities and equipment in the classrooms are accessible to disabled students and staff.

3.1 Develop Financial Resources

The Nutrition and Dietetic Technology faculty, along with the Dean of Agriculture, the Dean of Child Development, and the Dean of Business and Professional Studies met last Spring, 2014, to talk about the possibility of working on the USDA AFRI - Childhood Obesity Prevention Grant. This was a preliminary meeting to discuss submitting a conference proposal. At this point, no further discussion on applying for the grant has taken place. Working in a partnership on this grant, or one of a similar nature, is something we aspire to do as a department.

3.2 Serve our Diverse Communities

Generally, faculty are recruited via notices sent to the Redwood Empire Dietitian's group, an open group comprised of most working dietitians in the north bay. Most who would possess the minimum qualifications to teach for us in the Diet Tech area are connected to this group.

In addition, general SRJC marketing and announcements for faculty have been used to identify interested, qualified candidates.

Finally, the program coordinator has used networking opportunities at regional (Bay Area Dietetic Association) and state wide (California Dietetic Association) professional meetings to recruit instructors from outside the area. These efforts yielded one bi-lingual, bi-cultural instructor in the past and may continue to be the most productive means of recruiting in the future.

Because recruiting in general has been difficult and applications to teach in the Diet Tech program have been limited, every effort has been made to market to as wide a range of potential instructors as possible. However, no additional efforts have been made to target potential faculty and staff with specific diversity sensitivity beyond general recruiting efforts. The CFS interview always includes questions related to assessing a candidate's sensitivity to diversity, a value to which the department and the DIET TECH program are strongly committed.

In the Spring of 2014, we interviewed applicants and placed three instructors into our adjunct pool. Two of these instructors we have given assignments to this Fall, 2014, and one of these instructors is teaching a course for the Diet Tech program. This instructor was assigned this Food Sanitation course because she has a strong Foods/Culinary background, in addition to a background in Nutrition.

3.3 Cultivate a Healthy Organization

One or two of the Diet Tech faculty attend the annual Nutrition and Dietetic Educators and Preceptors (NDEP) meeting in Pacific Grove, CA each spring. This meeting helps to network with other Diet Tech programs and to hear updates on what is happening with our credentialing agency: Commission on Dietetic Registration (CDR) and with what is new in the Academy of Nutrition and Dietetics (AND).

This Spring 2014, Anne O'Donnell attended the annual California Dietetic Association (CDA) conference. She presented a poster related to a research study of our pre-schoolers' diets at the SRJC Child Development Center. This study was completed by two of our Diet Tech students.

Anne O'Donnell and Tammy Sakanashi also attended the Bay Area Dietetics Association (BADA) awards and networking meeting in April, 2014.

Classified staff are encouraged to attend trainings related to their responsibilities. Classified staff have been given work time to attend several trainings during the work week.

3.4 Safety and Emergency Preparedness

The Dietetic Technology coordinator participated in the CPR/AED and First Aid Training on Friday, April 25th, from 8:30 am to 2 pm. The DSS coordinator participated in the Department Safety Leader, Level One training. No additional training has been completed.

3.5 Establish a Culture of Sustainability

Sustainability practices in food service has been added as a critical unit in the Food Production Management course (DIET 55L). The current ACEND competencies for entry level DTR's include one competency related to practice of sustainable foodservice management.

Paper copying for both assignments and for exams are kept to a minimum.

Students are encouraged to minimize paper copying.

The most critical need for reducing energy use in Garcia Hall would be to revamp the HVAC system which commonly overheats Room 860.

4.1a Course Student Learning Outcomes Assessment

As required by the accrediting body for the Dietetic Technology program, course assessment is completed on a regular basis.

SLO assessments have been identified and completed for all but one of the Dietetic Technology classes that are currently being taught. DIET 99, offered through Work Experience, has not been assessed. This is an assessment that is in progress, Spring 2014. Related to a restricted budget, DIET 253 has not been taught in the last 2 years and has therefore not been assessed.

CFS Department 6-Year Cycle SLO Assessment Plan: 1332-Diet Tech

Course	SLO #s	Participating Faculty	Semester Initiated or to Be Initiated	Semester Completed	Comments	Year of Next Assessment
DIETETIC TECHNOLOGY						
DIET 50: Sanitation & Safety	#2 #1	K Chesko S George	F 2012 F 2014	F 2012	SLO Met	F 2018
DIET 52: Management Training	#1 #2	R Jasperse J Tarver	S 2014 S 2016	S 2014	SLOs Met Scheduled once per 2 yrs.	S 2020
DIET 55: Food Production Management	#3 #1 #2	A O'Donnell H Weil A O'Donnell	F 2010 F 2011 F 2012	F 2010 F 2011 F 2012	SLO Met SLO Met SLO Met-will add Math pre-req	F 2016 F 2017 F 2018
DIET 55 L: Lab-Food Production Management	#2 #1	H Weil, J Tarver H Gilardi/J Tarver	F 2011, F 2012 F 2014	F 2012	SLO Met Scheduled F only	F 2018
DIET 57: Modified Diets	#2 #1, 2, 3 #2 #1, 3	A O'Donnell A O'Donnell J Tarver J Tarver	S 2011 S 2014 S 2015 S 2016	S 2011 S 2014	SLO Met SLO Met – add assign re: SLO#2	S 2015 S 2016
DIET 70: Intro to the Profession	#1 #2, 3	H Gilardi J Tarver	F 2011 F 2014	F 2011	SLO Met	F 2017
DIET 106.1: Supervised Field Experience 1	#1 #2 #3	A O'Donnell A O'Donnell J Tarver	F 2010 F 2012 F 2014	F 2010 F 2012	SLO Met SLO Met- will add assignment	F 2016 F 2018 F 2020
DIET 106.2: Supervised Field Experience 2	#2 #1 #3, 4	J Tarver J Tarver J Tarver	S 2013 S 2014 S 2015	S 2013 S 2014	SLO Met SLO Met Scheduled Spring only	S 2019 S 2020
DIET 176: Applied Nutrition Therapy	#1 #2,3 #4	R Jasperse H Gilardi H Gilardi/J Tarver	S 2013 S 2014 S 2015	S 2013	SLO Met	S 2019

After analyzing results of assessment data and discussing the results of these assessments with faculty and members of the Advisory Committee, the following course/program improvements were implemented:

- Courses were updated to match 2012 DT competencies. Course reassessments have been completed as courses have been taught; most are scheduled only once each year, some only once every 2 years.

-Supervised Field Experience course objectives for DIET 57, 106.1 and 106.2 have been rewritten to provide more specific descriptions linking SFE activities to completion of DT competencies. Reassessment of these courses has shown that experiences of both students and supervisors in the field are much more focused on hands on practice of skills expected upon program completion. Notebooks from student field experiences have documented clear improvement in these courses and the skills developed in them.

- SLO's have been reviewed to ensure outcomes are matched to competencies and that all SLO's are measurable, either in the classroom or specifically in the field under the supervision of the student preceptor.

- DT Program Student Handbook is updated once each year in the Fall. This year the updates included inclusion of the fact that the program has full accreditation, which was granted in the early Fall, 2013; current information about how any injuries are handled; more clear communication about site locations for SFE, including that students could be required to travel up to 80 miles outside the local area to complete hours; information about the new method of testing for the DTR credentialing through CDR and other more minor updates.

Revision to DIET 55, 55L included addition of a math pre-requisite due to the assessment results showing that, while most students come to the college with appropriate math skills to pass these courses, some do not. Adding the pre-requisite should help ensure that all enrolled students have the background and skills to succeed both in these courses and in the Dietetics field which depends on possession of basic math skills.

4.1b Program Student Learning Outcomes Assessment

DIET TECH: A plan has been written to assess SLOs for each class as well as to assess Major and Certificate outcomes for the Dietetic Technology program. Dietetic Technician Major: A written plan was also used to meet the requirement for accreditation by the Accreditation Council for Education in Nutrition and Dietetics, the accrediting body of the Academy of Nutrition and Dietetics.

SLOs #1, 2 and 7 were formally assessed during Fall, 2012. Using data from course assessments from Fall 2012 through Spring 2014, SLOs #3, 4, 5 and 6 were assessed during Spring-Fall 2014.

Dietary Service Supervisor Certificate: SLOS #1, 2, 3, and 4 were formally assessed during Fall, 2012. All four SLOs will be formally reassessed over the next 6-year program review cycle, by Fall 2018. This will be in conjunction with a program re-approval process conducted by the Calif. State Dept. of Health Services once every five years, expected in or around Fall 2018-Spring 2019.

In addition, the program uses information gathered from students, program graduates, and field experience preceptor (supervisor) surveys, to adjust and improve curriculum or other program components, as needed. Surveys from students and supervised field experience preceptors for the last few years have been collected and evaluated. Based on these and other data, updates to the Student Handbook for the Diet Tech program needed to improve the Supervised Field Experience component of the program have been made. Also, objectives that include more clarity linking activities and assignments to competency completion have been written. Specifically, a new budget planning project was re-written for Diet 106.2. Curricular changes for DIET 55 and DIET 55L to add a Math pre-requisite have been implemented.

This year an additional evaluation tool was used to get more specific information from students about how the courses and/or program could be improved. An ongoing issue is that students have some difficulty completing Supervised Field Experience hours for DIET 106.1 and 106.2 (12 hours/week). During 2014-15, arrangements have been made to help students start some of their hours over the summer month (enrolled in a Special Studies/Independent Study Course), which will decrease the number of hours per week that they'll need to complete while enrolled in other Fall courses. Students will still complete the same requirements for the course, just in a less time intensive manner. If this model is successful, we'll consider adding an optional route for completing these courses in this manner for all students by writing specific curriculum, e.g. DIET 106.1A and DIET 106.1B, that would equate to the DIET 106.1.

Our current pass rate for program graduates taking the Registration Exam for the first time is 87%, confirming that our program is successful preparing students for passing this exam for entry into the field.

4.1c Student Learning Outcomes Reporting

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
Course	DIET 50 Sanitation & Safety	Fall 2012	Spring 2012	Fall 2013
Course	DIET52 Mgmt Training Technique	Spring 2014	Spring 2014	Spring 2015
Course	DIET 55 Food Production Mgmt	Fall 2011	Spring 2012	Fall 2012
Course	DIET 55L Food Prod Clinical Ex	Fall 2011	Spring 2012	Fall 2012
Course	DIET57 Modified Diets	Spring 2014	Spring 2014	Spring 2015
Course	DIET 70 Intro Nutrition, Diets	Spring 2012	Spring 2012	Fall 2012
Course	DIET 99 Diet Tech Occ Work Exp	Summer 2014	Summer 2014	N/A
Course	DIET 106.1 Supv Field Exp DT1	Fall 2011	Spring 2012	Fall 2012
Course	DIET 106.2 Supv Field Exp DT2	Spring 2011	Fall 2011	Spring 2012
Course	DIET 176 Applied Nutri Therapy	Spring 2011	Fall 2011	Spring 2012
Course	DIET 253 Annual Update DT*	N/A	N/A	N/A

4.2a Key Courses or Services that address Institutional Outcomes

Course/Service	1a	1b	1c	2a	2b	2c	2d	3a	3b	4a	4b	5	6a	6b	6c	7
DIET 106.1: SFE 1		X	X	X	X			X	X	X	X	X	X	X		X
DIET 106.2: SFE 2		X	X	X	X			X	X	X	X	X	X	X	X	X
DIET 176: Applied Nutr Therapy	X	X	X	X					X	X	X	X	X		X	
DIET 50: Safety and Sanitation			X			X			X	X	X			X		X
DIET 52: Mgmt Training	X	X	X	X	X			X	X			X	X			X
DIET 55 and 55L: Food Production Mgmt	X		X		X				X			X	X	X	X	
DIET 57: Modified Diets	X	X	X		X			X	X	X	X		X	X	X	
DIET 70: Intro to Profession		X	X	X			X	X		X		X				X

4.2b Narrative (Optional)

Specific course objectives reflect the institutional outcomes, as listed above.

Several courses, reflecting ultimate workforce demands, involve multiple assignments with calculations related to (1) budget for a foodservice operation, (2) assessing body weight for height and overall risk of disease, and (3) analysis of nutrient levels of diets compared to

recommended levels. These all expect the student to learn and/or practice math skills "across the curriculum".

Several courses require students to write "chart notes" for communicating with other members of the health care team about nutrition care of residents or patients. Clear, concise written communication skills are practiced over the course of several program classes. Students are required to write journal notes from field experiences and to compile a portfolio of all program work to demonstrate by the end of their final classes that they have met industry based entry-level competencies. These portfolios require college level written communication skills. Portfolio requirements were updated for Fall 2013 to reflect competencies expected for entry level practitioners by newest accreditation standards of ACEND.

5.0 Performance Measures

Review and evaluation of the Dietetic Technology Program is done both by SRJC and by two outside agencies. The California Department of Public Health (CDPH), Licensing and Certification, periodically reviews and re-approves all Dietary Service Supervisor (DSS) certificate programs in the state. Notification of full re-approval of the DSS program was received in the Spring of 2014.

The nationally recognized Accreditation Council for Education in Nutrition and Dietetics (ACEND) has granted our Dietetic Technician (DT) program full accreditation. A PAR (mid-term) report will be due in 2017, updating ACEND on our DT program.

Our enrollment, efficiency ratios and other district-wide performance measures are strongly affected by the limits on classes that involve community based Supervised Field Experiences. To help off-set apparent lower performance measures from these classes, which are necessarily limited to no more than 20, limits on lecture classes have been increased to 35 or 40, numbers that are above district averages. Our Diet Tech courses are full with students wanting to add for the Fall 2014 semester. Diet 106.1 (our clinical experience course) had 6 students last Fall and we are expecting about 12 students this Fall, 2014; demonstrating program growth. Current course limit for DIET 106.1 is 5 students, due to the limited number of available Supervised Field Experience sites. Each year, we work hard to increase this number to accommodate student demand.

5.1 Effective Class Schedule: Course Offerings, Times, Locations, and Delivery Modes (annual)

Diet Tech classes are scheduled with consideration of the needs of students who are concurrently working, either part time or full time, mainly in foodservice. For this reason, as much as possible, classes are offered one day per week, commonly in 2-4 hour blocks, in the afternoon or early evening, when this is practical. This allows students to take classes other than on their day off or in conflict with their regular early morning work schedule. Because many students commute great distances, one day per week is more convenient than multi-day classes. Most students enroll in no more than 5-8 units per semester, finishing the Dietary Service Supervisor Certificate in 4 semesters. Newly enrolled Dietetic Technician students must take more units each semester to finish the DT

associate degree major in less than 3 years (6 semesters). Classes involving SFE have maximum limits of 10, and comfortably run with far fewer, due to the workload demands of coordinating with community preceptors and appropriate training sites. Program enrollment had significantly increased over the last few years, which allowed us to schedule classes once each year rather than every two years as in the past. Budgetary constraints demanded cuts to the class schedule throughout the college, resulting in a drop in enrollment. As of Fall, 2012, enrollment is already going back up.

Diet 52 (Management) has been offered every other Spring in the past. With the increase in our program size, we expect to put Diet 52 in the schedule every Spring semester.

Some courses that are equivalent to our DIET courses are available online through community colleges. However, our students have not found success with this mode of delivery. We have investigated offering classes in a video-conference format to further accommodate students commuting from outside the geographical district of the college. In this format, instruction would be provided in real time, which appeals to this student population. Courses must be reviewed and approved by the online curriculum committee before being offered in this format. Many other community colleges in northern California have the CENIC facilities to accommodate video-conferencing with Santa Rosa Junior College. With the addition of a new program coordinator, this is a format that could be investigated further.

Santa Rosa Junior College - Program Unit Review

Dietetic Technology - FY 2012-13 (plus current FY Summer and Fall)

5.1 Student Headcounts The number of students enrolled in each Discipline at first census (duplicated headcount).

Santa Rosa Campus

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	3	66	51	3	58	61	0	68	3

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0	0	0	0	0	0	0	0	0

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0	0	0	0	0	0	0	0	0

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	3	66	51	3	58	61	0	68	3

5.2a Enrollment Efficiency

Average enrollment efficiency in DIET classes is hard to gauge as the low enrolled Supervised Field Experience classes skew the data. Current Summer enrollment is strictly

DIET 99, Work Experience, which does not compare to efficiency in the other DIET classes that are lecture and/or lab. However, since Fall, 2012, enrollment efficiency continues to average around 80%. Supervised Field Experience classes have maximum enrollments of 5-20 related to the maximum number of clinical sites in the community that are able to take students in these placements.

Previously, to increase enrollment efficiency in this program where possible, most classes were scheduled only once each year or once every two years. Approval of the Dietetic Technician (DT) Major significantly increased demand for DIET classes, especially for pre-requisites to the advanced Supervised Field Experience classes. More frequent offerings has helped with retention of students desiring to complete the Diet Tech programs in a timely, efficient manner, though higher efficiency rates for field experience classes will always be lower than college averages.

Santa Rosa Junior College - Program Unit Review

Dietetic Technology - FY 2012-13 (plus current FY Summer and Fall)

5.2a Enrollment Efficiency The percentage of seats filled in each Discipline at first census based on class limit (not room size).

Santa Rosa Campus

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0.0%	65.7%	64.0%	0.0%	70.0%	64.2%	0.0%	78.9%	81.3%

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0.0%	65.7%	64.0%	0.0%	70.0%	64.2%	0.0%	78.9%	81.3%

5.2b Average Class Size

Compared to earlier reports, Fall 09 through Fall 12 average class sizes had decreased and has more recently started to increase. Despite delay in approval of the DT major, Diet Tech class sizes had increased due to additional student enrollment of those pursuing the Dietetic Technician Major. Class size is beginning to grow again, with projection of classes being even bigger during the 2014-2015 academic year. Supervised Field Experience classes (Diet 106.1 and Diet 106.2) cannot possibly be bigger than 20 students for a lack of clinical settings in the area, so those courses pull down the average class size.

Santa Rosa Junior College - Program Unit Review

Other Locations (Includes the PSTC, Windsor, and other locations)

Dietetic Technology		X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
	FTES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	FTEF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Ratio	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

ALL Locations (Combined totals from ALL locations in the District)

Dietetic Technology		X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
	FTES	0.13	5.41	5.34	0.10	4.59	6.89	0.00	5.30	5.10
	FTEF	0.00	0.60	0.83	0.00	0.40	0.87	0.00	0.60	0.67
	Ratio	0.00	8.98	6.43	0.00	11.42	7.94	0.00	8.80	7.62

5.4 Curriculum Currency

ALL DIET courses, both those required for a certificate or major program course and supporting courses, have been reviewed in the last 6 years or more recently, and changes, including added SLOs, have been submitted to and approved by CRC. Once every second cycle, our DT Advisory Committee reviews each course outline for required program courses during the semester or two before it will be taught to ensure currency according to the industry standards. There are plans to review at least half of the courses this coming year.

Class	Last Approved	SLOs
Diet 50	F2013	yes
Diet 52	F2013	yes
Diet 55	F2013	yes
Diet 55L	F2013	yes
Diet 57	F2013	yes
Diet 70	F2013	yes
Diet 99	F2013	yes
Diet 106.1	S2010	yes
Diet 106.2	S2010	yes
Diet 176	F2013	yes
Diet 253	S2013	yes

5.5 Successful Program Completion

Program requirements are regularly reviewed with students. Student progress is recorded on a "Student Education Plan", that helps the program coordinator keep track of student progress. Students who fail to appear on rosters for required certificate classes during the week prior to the start of a class are contacted to help ensure that they continue and complete the certificate program.

Overall program retention and completion rates have remained steady and are significantly above District average.

Number of Dietary Service Supervisor certificates has increased over the past 5 years, to an average of about 8-10 per year.

Majors - We had four Diet Tech students complete the program in the 2013-2014 academic year, which is an increase from two program grads the previous year. With our entry-level classes growing in number and more students in our SFE classes, we expect program grad numbers to continue to increase.

Our DT program grads are offered well paid, benefitted positions. In addition, several enrolled students are offered employment in the field prior to completion of the program, while others are continuing with employment that requires certificate completion as a condition of continued employment. At least 50% of the current student cohort are continuing for the DT major and are not seeking current employment. Some students completing the certificate are

currently employed in foodservice positions where the certificate is valued but not required for employment.

5.6 Student Success

Average student retention has increased to 87.8%, above the district average of approximately 70-75%. (Table 5.6a)

Average student success of 80% is above the district average of approximately 71.57%. (Table 5.6b)

Overall average GPA of students in the DIET program is approximately 2.76, within the District average of 2.7-3.0 (Table 5.6c). One of the reasons for the decrease in GPA is most likely due to students not completing their SFE hours and failing those classes. We have put more stringent guidelines for these courses with hopes of more students completing their hours on time. This has already helped more students complete their hours on time in the Spring of 2014 in our Diet 106.2 class.

Santa Rosa Junior College - Program Unit Review

Dietetic Technology - FY 2012-13 (plus current FY Summer and Fall)

5.6a Retention The percentage of students receiving a grade of A,B,C,D,CR, or I in each Discipline (duplicated headcount).

Santa Rosa Campus

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	66.7%	90.9%	80.0%	100.0%	86.2%	90.2%	0.0%	73.5%	80.0%

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	66.7%	90.9%	80.0%	100.0%	86.2%	90.2%	0.0%	73.5%	80.0%

Santa Rosa Junior College - Program Unit Review

Dietetic Technology - FY 2012-13 (plus current FY Summer and Fall)

5.6b Successful Course Completion The percentage of students receiving a grade of A,B,C, or CR in each Discipline (duplicated headcount).

Santa Rosa Campus

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	66.7%	87.9%	76.0%	100.0%	86.2%	90.2%	0.0%	73.5%	77.5%

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	66.7%	87.9%	76.0%	100.0%	86.2%	90.2%	0.0%	73.5%	77.5%

Santa Rosa Junior College - Program Unit Review

Dietetic Technology - FY 2012-13 (plus current FY Summer and Fall)

5.6c Grade Point Average The average GPA in each Discipline (UnitsTotal / GradePoints).

Santa Rosa Campus

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	4.00	3.28	2.95	4.00	3.36	3.69	0.00	3.15	2.8

Petaluma Campus (Includes Rohnert Park and Sonoma)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Other Locations (Includes the PSTC, Windsor, and other locations)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

ALL Locations (Combined totals from ALL locations in the District)

Discipline	X2010	F2010	S2011	X2011	F2011	S2012	X2012	F2012	S2013
Dietetic Technology	4.00	3.28	2.95	4.00	3.36	3.69	0.00	3.15	2.8

5.7 Student Access

- Students in the Diet Tech program come from a variety of ethnic backgrounds and a significantly broad age range. In 2013-2014, 56% of DT students were white, 21.7% were Hispanic, and percentages of other ethnicities are continuing to rise. The majority of students are female, almost 79%. Many DT students are under 30 years of age.

Santa Rosa Junior College - Program Unit Review

Dietetic Technology - FY 2012-13 (plus current FY Summer and Fall)

5.7a Students Served - by Ethnicity The number of students in each Discipline at first census broken down by ethnicity (duplicated headcount).

ALL Locations (Combined totals from ALL locations in the District)

Dietetic Technology	Ethnicity	2010-11	Percent	2011-12	Percent	2012-13	Percent	20
	White	56	53.3%	73	66.4%	60	65.9%	
	Asian	8	7.6%	8	7.3%	3	3.3%	
	Black	6	5.7%	1	0.9%	5	5.5%	
	Hispanic	11	10.5%	1	0.9%	3	3.3%	
	Native American	0	0.0%	0	0.0%	1	1.1%	
	Pacific Islander	0	0.0%	0	0.0%	0	0.0%	
	Filipino	3	2.9%	5	4.5%	0	0.0%	
	Other Non-White	0	0.0%	0	0.0%	0	0.0%	
	Decline to state	21	20.0%	22	20.0%	19	20.9%	
	ALL Ethnicities	105	100.0%	110	100.0%	91	100.0%	

Santa Rosa Junior College - Program Unit Review

Dietetic Technology - FY 2012-13 (plus current FY Summer and Fall)

5.7b Students Served - by Gender The number of students in each Discipline at first census broken down by gender (duplicated headcount).

ALL Locations (Combined totals from ALL locations in the District)

Dietetic Technology	Gender	2010-11	Percent	2011-12	Percent	2012-13	Percent	20
	Male	31	29.5%	24	21.8%	23	25.3%	
	Female	74	70.5%	86	78.2%	68	74.7%	
	Unknown	0	0.0%	0	0.0%	0	0.0%	
	ALL Genders	105	100.0%	110	100.0%	91	100.0%	

Santa Rosa Junior College - Program Unit Review

Dietetic Technology - FY 2012-13 (plus current FY Summer and Fall)

5.7c Students Served - by Age The number of students in each Discipline at first census broken down by age (duplicated headcount).

ALL Locations (Combined totals from ALL locations in the District)

Dietetic Technology	Age Range	2010-11	Percent	2011-12	Percent	2012-13	Percent	20
	0 thru 18	4	4.0%	0	0.0%	6	6.7%	
	19 and 20	2	2.0%	3	2.9%	18	20.2%	
	21 thru 25	18	18.0%	22	21.0%	29	32.6%	
	26 thru 30	9	9.0%	16	15.2%	6	6.7%	
	31 thru 35	10	10.0%	13	12.4%	3	3.4%	
	36 thru 40	21	21.0%	19	18.1%	9	10.1%	
	41 thru 45	14	14.0%	6	5.7%	2	2.2%	
	46 thru 50	8	8.0%	21	20.0%	7	7.9%	
	51 thru 60	14	14.0%	5	4.8%	9	10.1%	
	61 plus	5	5.0%	5	4.8%	2	2.2%	
	ALL Ages	100	100.0%	105	100.0%	89	100.0%	

5.8 Curriculum Offered Within Reasonable Time Frame

ALL required DIET courses are offered at least once every four semesters, allowing students to complete the Dietary Service Supervisor certificate within this timeframe. All required courses for the Dietetic Technician Major are offered at least once every four semesters, allowing students to complete this major within this same timeframe, though the additional general education requirements for the associate degree make it more likely that DTR students will take longer than 4 semesters to complete.

For over 10 years, the following course rotation information has been available to help program students complete the Dietary Service Supervisor Certificate in a timely manner:

The CFS Department recognizes that students need to plan ahead to coordinate work and school schedules. We intend to offer the Dietary Service Supervisor courses on the following schedule:

FALL 2012

DIET 50
FDNT 10
DIET 55 and DIET 55L
DIET/FDNT 70

SPRING 2013

DIET 57
FDNT 10
DIET/FDNT 70

FALL 2013

DIET 50
FDNT 10
DIET/FDNT 70
DIET 55 and DIET 55L

SPRING 2014

DIET 57
FDNT 10
DIET/FDNT 70
DIET 52

DIET 99 is offered as students complete required preparation for field experience.

NOTE: DIET 52 is currently offered once every two years. We are hoping to begin offering it every Spring semester to accommodate the growing number of DT students.

Students must complete FDNT 10 or other comparable nutrition course prior to enrolling in DIET 57.

For those continuing for the DT Associate degree major, the following additional DIET courses are offered

DIET 106.1: Fall only (or scheduled as needed for students to complete required SFE hours only)
DIET 106.2: Spring only (or scheduled as needed for students to complete required SFE hours only)
DIET 176: Spring only

5.9a Curriculum Responsiveness

Diet Tech course curricula are regularly reviewed by the Dietetic Technology Advisory Committee, which is composed of a variety of professionals from the industry including both acute care and long term care healthcare, school foods, dietary consulting, and four year transfer institutions, among others. Of the current 22 Diet Tech Committee members and meeting attendees, 16 are industry representatives who are not SRJC instructors. On average there are about 11 attendees at committee meetings, half of whom are non-SRJC (neither administrators nor instructor, including regular and adjunct).

In addition to Advisory Committee review, California State Department of Public Health (CDPH) surveyors review our program and all curriculum on a regular basis, requiring changes related to demands in the healthcare industry. In preparation for initial accreditation and ongoing every 10 years after full accreditation, the Accreditation Council for Education in Nutrition and Dietetics also reviews the program and all curricula for the Dietetic Technician students, including required non-CFS classes (notably, Physiology, Counseling, Anthropology, etc.)

At this time, all curriculum has been reviewed and approved both by California DPH reviewers and SRJC Curriculum Review Committee at least in the last 5 years.

Diet curricula was developed so that students with more than one career path would share some core classes. This not only maximizes class efficiency but also exposes students to multiple career options and future colleagues with related interests. For example, DSS, DTR, Nutrition and Dietetics Majors as well as general education students have taken FDNT 75: Principles of Foods. Hospitality, DSS, and DTR students combine in Food Production Management. Students with a variety of interests have enrolled in Management Training Techniques, though the major focus is on management for a variety of foodservice settings.

5.9b Alignment with High Schools (Tech-Prep ONLY)

There are currently no Diet Tech courses that articulate with the high school curricula. There has been some investigation into articulating DIET 50 with courses offered through the high school culinary programs.

5.10 Alignment with Transfer Institutions (Transfer Majors ONLY)

The Dietary Service Supervisor Certificate is not a transfer major or certificate.

Courses required for the Dietetic Technician major align with some required lower division coursework at major CSU campuses. SRJC has obtained articulation agreements with various CSU's, including San Francisco State University, Chico State, Fresno State and Sacramento State as follows:

FDNT/DIET 70: Intro to the Profession

FDNT 10: Elementary Nutrition

FDNT 75: Principles of Foods

DIET 50: Safety and Sanitation

Both FDNT 10, Elementary Nutrition and FDNT 75, Principles of Foods, have been accepted by the CSU's Lower Division Transfer Program (LDTP).

In addition, non-Diet Tech and/or Food and Nutrition courses that are required for the Dietetic Technician Major, such as Psych 1A, align with those that articulate with required courses for the Bachelor's level, four year degree.

To ensure as much continued transferability as possible for our students who choose to continue for a four year degree in the field of nutrition or dietetics, we have a member of our Advisory Committee from San Francisco State University, a common transfer institution for students from SRJC.

5.11a Labor Market Demand (Occupational Programs ONLY)

The California Employment Development Department Occupational Projections of Employment for Sonoma County provides the following information for Food Service Managers, a major occupational title for students completing the Dietary Service Supervisor Certificate or the Dietetic Technician Major:

For Food Service Managers and supervisors, about 31 job openings are projected per year due to a net increase in occupation size. About 32 job openings are projected annually due to separations. The projected Total Annual Openings for Food Service Managers and supervisors from 2004 – 2014 is 63 . Total annual openings in the San Francisco Bay Area is projected to be 312. The total Estimated Employment projected for Sonoma County from 2004 – 2014 is 660.

Because there are no similar programs between Sonoma County and Alameda County, data from surrounding counties is also relevant. In Napa County, Projected Annual Openings Due to Growth for Food Service Managers totals 4. Annual Openings Due to Separations totals 6. Total Annual Openings: 10; and the Estimated Employment for Food Service Managers from 2004 – 2014 is 350.

There are approximately 1,410 - 1,725 Food Service Managers currently employed in the North Bay Counties. Local surveys indicate that about 35% are female. At this time, our DTR program is the only one between Merritt College in Oakland and the Canadian border.

5.11b Academic Standards

There is only one section of each of the Diet Tech classes, so discussion and comparison among different instructors for a particular course is not relevant. In evaluating instructors, assignments and exams are reviewed to assess the level of difficulty and applicability to development of entry level skills for students in the program. To date there has been a very open,

honest discussion with a shared goal of student success among instructors in the Diet Tech program.

6.1 Progress and Accomplishments Since Last Program/Unit Review

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0001	ALL	00	00	Secure permanent accreditation for the Dietetic Technology Program and the DSS program.	Work with coordinator to support program in whatever way is needed.	2013-2014	Goals met.
0002	ALL	00	00	Increase number of students in DT program.	Increase marketing of DT program to students.	2013-2014	Goal met. The number of DT students is growing, almost to the point of needing multiple sections of certain DT classes to support program growth.

6.2a Program/Unit Conclusions

Location	Program/Unit Conclusions
Santa Rosa	Complete a program review and application for DSS certificate program reapproval by California Department of Public Health. Application completed. Approval received in April 2014.

6.2b PRPP Editor Feedback - Optional

The coordinator will work with Dean to identify instructors with expertise in the area to develop curriculum and plan for classes in this area. The dean will continue to work with the program coordinator in order to help ensure DT program accreditation and DSS program reapproval, as well as meeting and exceeding performance goals set by the coordinator.

6.3a Annual Unit Plan

Rank	Location	SP	M	Goal	Objective	Time Frame	Resources Required
0001	ALL	00	00	Increase number of clinical SFE facilities to support the increasing number of DT students.	Continue to reach out to clinical facilities to demonstrate the benefit they could receive by housing our interns during their SFE rotations and the benefits they could receive by hiring our DT grads. Continue to market our program to Sonoma County.	2014-2015	Program Coordinator time.
0002	ALL	00	00	Establish plan and begin writing Program Assessment Report (PAR) required for continued accreditation of the Diet Tech program through ACEND. Due: 2017	Verify ongoing course and major SLO assessments. Document how assessment results are used for continual improvement.	2014-2015	Program Coordinator time.