

PROGRAM INFORMATION	Program	Natural Gas Technology
	Submitted by:	Lee Johnson
	Year	2023-2024
	Date of Review	2024-01-05
	Form Key	68884893-bbd0-437e-bac0-d1e92bb168fb
PROGRAM OUTCOMES	Explain how program outcomes were reviewed this year (i.e., input from advisory board, instructors, students, etc.) and changes made, if any:	Program Director updated during annual review with feedback from advisory board.
	Outcomes are up to date in WIDS and on the program's web page	Yes
SYLLABI	ADA Statement	Yes
	Competencies	Yes
	Course Description	Yes
	Course Title and Number	Yes
	Credit Hours	Yes
	Freedom of Expression Statement	Yes
	Grading Criteria	Yes
	Instructor	Yes
	Academic Integrity Policy	Yes
	Nondiscrimination Statement	Yes
	Office Hours/Contact Information	Yes
	Prerequisites	Yes
	Required Text(s)	Yes
	Syllabi Up to Date in WIDS	Yes
Explain which syllabi were reviewed this year; input received from advisory board, instructors, students, etc. regarding course objectives and textbooks used; and changes made, if any.	NGT 102 Operations and Maintenance syllabi were reviewed during fall advisory board meeting. During annual review the NGT 120 Corrosion syllabi was missing and needs to be recreated; the recreation process is in progress.	
PROGRAM COMPETENCIES	Explain how competencies were reviewed this year (i.e., input from advisory board, instructors, students, etc.) and changes made, if any:	NGT 102 Operations and Maintenance syllabi were reviewed during fall advisory board meeting.
	WIDS Up to Date	Yes
COURSE ASSESSMENTS USED IN PROGRAM CHECKLIST	Capstone	No
	Class Participation	Yes
	Clinical/internship observations	No
	Examinations	No
	Comprehensive Final Exams	Yes

	Journals	No
	Lab Demonstrations	Yes
	Oral Examinations/Presentations	Yes
	Other Projects	No
	Peer Evaluations	No
	Portfolio Projects	No
	Quizzes	Yes
	Self-Evaluations	No
	Simulations	Yes
	Videos of Student Mastery	No
	Written Essays	No
	Written Reports	No
ALIGNED AND APPROPRIATE ASSESSMENTS	Assessments used in the program are matched to the outcomes/competencies for the program.	Yes
	Explain changes in the assessments used in your program since your last review (include input received and rationale).	No different types of assessments were used -- just the amount of testing and quizzes administered. By reducing the number of tests/quizzes the students seemed to not try as hard and study the information. The number of assessments will be increased for the following year.
	Give examples of how assessments used in the program reflect higher-level thinking skills, such as applications, analysis, synthesis, and evaluation.	Some of the assessment questions will be from students' own research and review. This gives them some out-of-the-box type training and assesses their research ability.
INDUSTRY CERTIFICATIONS	Explain any changes made or planned in the program based on assessment of industry certifications used in the program.	no new changes
INTERNSHIPS/ CLINICALS	How do you evaluate program competencies or learning objectives during internship/externship experiences?	NA
	As you reviewed results of internship/externship evaluations, what curriculum changes were made or are planned in your program?	NA

ENROLLMENT	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	32%, continue to work with industry partners to find good students/employees. Black Hills Energy did not send any students this year because of internal reasons but planning to for next year.
RETENTION	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	yes
GRADUATION	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	yes
PLACEMENT	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	yes
STUDENT SATISFACTION	If this benchmark is not met, what strategy or strategies will be implemented to address this measure?	NA
ALUMNI SATISFACTION	If this benchmark is not met, what strategy or strategies will be implemented to address this measure?	yes
EMPLOYER SATISFACTION	If this benchmark is not met, what strategy or strategies will be implemented to address this measure?	yes
PROFESSIONAL DEVELOPMENT	What professional development activities have instructors in this program completed in the last year?	Because of budget constraints I didn't attend the annual instructor conference. Online webinar training was completed on new technology in the industry.

	How were these activities used to improve this program?	Passed on the training as it related to classroom subject.
PROFESSIONAL ORGANIZATIONS	Do faculty members belong to professional organizations associated with this program?	yes
	If no, explain why.	
	Are students made aware of the professional organizations for their career field?	yes
ADVISORY BOARD RECOMMENDATIONS	What changes were or will be made to this program based on feedback provided at the past year's advisory board meeting(s)?	Schedule more tours relating to alternative energy facilities.
	Implementation Date	2024-01-05
	Indicate the personnel responsible for implementing the change(s):	Program director
PROGRAM IMPROVEMENT PLANS AND BUDGET	As you review this past year, what changes do you propose for the next school year that will affect the program's budget?	Travel expenses
	Cost	\$500