Program Review

I. Provide an organizational breakdown of your program. Do not include individual’s names, only position titles and FTE.

<table>
<thead>
<tr>
<th>Title</th>
<th>FTE</th>
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<tbody>
<tr>
<td>Administrator</td>
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<tr>
<td>Faculty - FT</td>
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<td>Faculty - PT</td>
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<tr>
<td>Professional Support Staff</td>
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II. Program Progress (What have you done since your last review)

A. Purpose of program (include program mission & goals if available).

B. Describe the services your program provides (provide any data, which indicates performance in the service areas).

C. How have the services provided changed over time? What factors have influenced a change in services? (Provide data if available.)

D. Describe how your program coordinates with other programs on campus. Provide specific examples of how this collaboration has benefited students.

E. What specific accomplishments have occurred to support college-level strategic initiatives during the past three years? (Provide data from Program Plans or other sources to support how goals have been accomplished.)

F. How has the service or program supported student success and retention over the past three years? What initiatives have been specifically developed to support success and retention? What were the specific, measured outcomes of these initiatives?
G. If appropriate, are all aspects of your program's services available to students who may be online only?

If they are not available, what is your plan to offer these services?

If you are offering these services, what evidence do you have that they are of comparable quality to in-person services?

H. How has the staffing changed during the past three years?

I. Budgetary allocations over the past 3 years (4-5-6’s and 1-2-3’s if applicable)
   See sample below.

<table>
<thead>
<tr>
<th>Operational Costs</th>
<th>10/11</th>
<th>11/12</th>
<th>12/13</th>
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<tbody>
<tr>
<td>Enter your data:</td>
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<tr>
<td>e.g. Travel</td>
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<tr>
<td>e.g. Instructional Supplies</td>
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J. If your program has an instructional component, please answer the following questions:
   1. Basic description of program

   i. Enrollment and FTES

   ii. Enrollment by top code and course over time (4 years)

   iii. FTES by top code over time (4 years)

   iv. Current enrollment by term last available census
2. Student Outcomes  
i. Success rate by top code and course and year (4 years)  

   ii. Retention rate by top code and course and year (4 years)  

3. What specific goals, curricula, program, and/or pedagogical modifications were made within the program to support college-level strategic initiatives and student success during the past three years, e.g., scheduling changes, distance learning, ladder concepts, work-based learning strategies, internships, service learning, learning communities, technological enhancements, and other student centered learning pedagogies?  

K. Provide an overview of how budget allocations have changed over the past three years.  

L. Provide a comparison of other colleges' services and staffing (see matrix below for examples).  

<table>
<thead>
<tr>
<th>College</th>
<th>FTES</th>
<th>Program Services</th>
<th>Staffing</th>
<th>Comments</th>
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Please go to [http://datamart.cccco.edu/DataMart.aspx](http://datamart.cccco.edu/DataMart.aspx) for college annual FTES.  

III. Trends Affecting your Program (Data-Driven)  
A. Briefly describe your program’s strengths and challenges (utilize data to support your contentions).  

B. Provide a brief review of the past three program plans and any emerging themes identified in them.  

C. If not mentioned above, what are some other needs or challenges, either internal or external, affecting your program (include support and documentation for your contentions)?
IV. Program/Student Learning Outcomes
Complete the program/student learning outcome matrix for your program(s). If assessments have not been completed, provide an update of your program’s work to assess your program-level student learning outcomes.

<table>
<thead>
<tr>
<th>Program/Student Learning Outcomes</th>
<th>Assessment / Measurement</th>
<th>Result</th>
<th>Use of Results</th>
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V. Program Plan/Budget Requests
A. List goals and objectives for the next three to five years that will address the needs and trends identified above and in your course and program level SLO assessment results.

B. Provide your current Program Plan (required) which should include these goals and objectives.

VI. Self Study Summary
Use data provided in this report as well as previous program plans to complete the Self Study Summary. Please provide a narrative summary, which should include an overall description of the program and services, a summary of the program’s progress since the last review period, a summary of and trends facing the program, and the program’s plans for the future (2 page limit).

The program summary will include the following elements:
- A description of the program and the services;

- Significant accomplishments since the last review period;
• Your program’s impact on supporting and improving student achievement and student learning outcomes;

• Resource and staffing changes since the last review and their effect on the program;

• Trends affecting the program;

• A list of goals and objectives (typically detailed in program plans) for the short and long term. These should be supported by data provided in the sections above.