Crafton Hills College
Planning and Program Review 2011-2012
Committee Feedback and Recommendations
Program Evaluated: PROGRAM NAME

Purpose of Planning and Program Review

The Planning and Program Review process at CHC is a systematic process for evaluating programs and services annually. The major goal of the Committee is to evaluate the effectiveness of programs, and to make informed recommendations to the President about programs and resources. The purpose of Program Review is to:

- ❑ Provide a full examination of program effectiveness and health
- ❑ Identify program areas needing improvement
- ❑ Assist in short-range planning and decision-making
- ❑ Contribute to long-range planning
- ❑ Contribute information and recommendations to other college processes, as appropriate
- ❑ Serve as a decision-making conduit by forwarding recommendations to the President

How to Use Feedback

The feedback below is intended to be constructive. The section titled "Committee Feedback to the Unit" is a summary of the committees' observations. This section may include recommendations to bolster strengths or to address weaknesses identified in the document. The committee's final recommendations will be forwarded to the President once all documents have been evaluated. The section titled "Document Quality" focuses on both the overall and the item-by-item quality of the document submitted by the unit for evaluation. The decision of whether or not a committee meets or does not meet expectations is made by consensus by the PPRC. The Document Quality feedback is designed to help units write documents that clearly and accurately reveal their health and effectiveness. Last, the section titled "Program Effectiveness/Health" contains the rating on the 3-point rubric for each item, as well as a summative comment where applicable. The score is also reached by consensus by the PPRC. This section is intended to highlight program strengths and to identify areas for improvement.

Committee Feedback to the Unit

BRIEF SUMMARY OF FEEDBACK TO PROGRAM PROVIDED HERE.

Document Quality

It is an institutional expectation that programs will participate fully in the Program Review process by submitting well-constructed documents that accurately reveal the quality of the program. The ratings below indicate the committee's item-by-item assessment of the quality of the Program Review document. A summative comment is provided where appropriate.

Program Review Question	Meets Expectations	Does Not Meet Expectations	Comments
1. Program Description			
2. External Factors			
3. SLOs/SAOs			
4. QUAN/QUAL			
5. Data/Rubric			
6. Going well? Why?			
7. Vision			
8. Prior Goals			
9. Goals & Objectives			

Instructional Program Effectiveness/Program Health

It is an institutional expectation that units will identify student and program outcome measures, gather and analyze appropriate data, and use the resultant information for program improvement. Long-and short-range planning should be based on program strengths and challenges identified as well as the results of evaluation. In addition, the mission of each unit should align with that of the college. The rating on the 3-point rubric is provided for each item, as well as summative comments where appropriate.

Variable	Rubric Score	Comments
5.a.i. Student Learning Outcomes		
5.a.ii. Needs-based curriculum		
5.a.iii. Scheduling Matrix		
5.a.iv. Course Retention Rate		
5.a.v. Course Success Rate		
5.a.vi. Full-Time / Part-Time Ratio		
5.a.vii. WSCH / FTEF Ratio		
5.a.viii. Fill Rate		
5.a.ix. Alignment with CHC Mission, Vision, & Goals		
Goals		
Objectives		

Non-Instructional Program Effectiveness/Program Health

It is an institutional expectation that units will identify student and program outcome measures, gather and analyze appropriate data, and use the resultant information for program improvement. Long-and short-range planning should be based on program strengths and challenges identified as well as the results of evaluation.   In addition, the mission of each unit should align with that of the college. The rating on the 3-point rubric is provided for each item, as well as summative comments where appropriate.

Variable	Rubric Score	Comments
5.b.i. Student Learning Outcomes		
5.b.ii. Additional Program Effectiveness Measures		
5.b.iii. Program Effectiveness Criteria		
5.b.iv. Innovation and Service Enhancement		
5.b.v. Pattern of Service		
5.b.vi. Partnerships		
5.b.vii. Alignment with CHC Mission, Vision, & Goals		
Goals		
Objectives		