**Evergreen Valley College**

**Program Review Feedback Form**

**Transfer/Career/Work Experience**

**Date:** 4/26/11

**Reviewed by:** Institutional Effectiveness Committee (IEC)

**SUMMARY OF THE DEPARTMENT/PROGRAM**

**Did the Review Team clearly articulate summary?** Yes (Cruz & Ruppenthal) **If not, provide concrete feedback on information needed.**

**Did the Review Team clearly identify and assess strength and areas of improvements in relevant areas?** Yes (Cruz & Ruppenthal) **Were there action plans included that would address areas of improvement?**       **If not, provide concrete feedback on information needed in specific section.**

**PART A: Overview of Program**

**Did the Review Team answer all questions thoroughly?** Yes (Cruz & Ruppenthal) **If not, identify additional information needed.** Very good overview of the units in this program, which are related but each provide specific services to students. (Ruppenthal)

**Did the Review Team provide necessary culture of evidence (data, references, etc.)?** Yes (Cruz & Ruppenthal) **If not, identify additional information and analysis needed.**

**Did the Review Team include action plans for areas that need improvements? If not, identify areas and information needed.**

Yes, subject to the following comment:

The action plans appeared to be comprehensive. However, for many sections of this Program Review, the various units (Transfer, Career, and Work Experience) were presented separately, while here they were presented together. It would be helpful if either (1) the plans were separated out by program, showing each unit’s commitments, or (2) each plan included a label showing to which unit (or units) it applies. Several of these commitments are joint plans for the Transfer Center as a whole, but for other ones it is less clear which part of the program is making the commitment. This comment applies primarily to the “Program Strengths”, “Program Weaknesses”, and “Action Strategies and Timelines” sections. I know it is one program, but these units have very specific functions. (Ruppenthal)

**PART B: CURRICULUM**

**Did the Review Team answer all questions thoroughly?** Yes (Cruz & Ruppenthal) **If not, identify additional information needed.** This section of the feedback form is not a perfect fit for Student Services Programs. The additional content provided, explaining the Transfer, Career, and Work Experience areas, is very informative. Good work! (Ruppenthal)

**Did the Review Team provide necessary culture of evidence (data, references, etc.)?** Yes (Cruz & Ruppenthal) **If not, identify additional information and analysis needed.**

**Did the Review Team include action plans for areas that need improvements?** Yes (Cruz & Ruppenthal**) If not, identify areas and information needed.**

**PART C: STUDENT OUTCOMES**

**Did the Review Team answer all questions thoroughly?** No (Ruppenthal) Yes (Cruz) **If not, identify additional information needed.** In Appendix D, the SLOs are a good start, but probably need to be updated. First, the program’s Career and Work Experience functions provide different services, and probably should list two separate sets of SLOs (this is not my determination to make, but putting them together may limit both units/functions and I’d like to see a full set for each). Second, the “University Readiness” SLOs appear to correspond to the Transfer function, but it is not clear whether these are the SLOs for the Transfer Center (or the Transfer unit’s part of the Transfer Center). Third, I am unsure why there is the CPEC website link in that section and I’m hoping that’s not the source of these SLOs; please clarify its purpose.

**Did the Review Team provide necessary culture of evidence (data, references, etc.)?** Yes with comment below(Ruppenthal) Yes (Cruz) **If not, identify additional information and analysis needed.** Once SLOs are set, assessment measures and instruments (surveys, etc.) should be geared towards measuring those SLOs.

**Did the Review Team include action plans for areas that need improvements?** Yes (Cruz & Ruppenthal) **If not, identify areas and information needed**.

**PART D: FACULTY AND STAFF**

**Did the Review Team answer all questions thoroughly?** Yes (Cruz & Ruppenthal) **If not, identify additional information needed.**

**Did the Review Team provide necessary culture of evidence (data, references, etc.)?** Yes (Ruppenthal) No (Cruz) **If not, identify additional information and analysis needed.** Organizational charts for department or division (Cruz)

**Did the Review Team include action plans for areas that need improvements?** Yes (Cruz) **If not, identify areas and information needed**. Timelines for completion should be deliberate with (*I could not figure out this word*) data. (Cruz)

**PART E: FACILITIES, EQUIPMENT, MATERIALS AND MAINTENANCE**

**Did the Review Team answer all questions thoroughly?** Yes (Cruz & Ruppenthal) **If not, identify additional information needed.**

**Did the Review Team provide necessary culture of evidence (data, references, etc.)?** Yes (Cruz) **If not, identify additional information and analysis needed**.

**Did the Review Team include action plans for areas that need improvements?** Yes (Cruz) **If not, identify areas and information needed.** There is significant equipment needs for these programs. If possible, it would be helpful to indicate estimate pricing for these items. This information is helpful in determining future funding allocations for this department. Since there are a lot of equipment that need replacing, prioritizing the equipment needs would be helpful too (i.e. what should be replaced first, ect…) (Ruppenthal)

**PART F: FUTURE NEEDS**

**Did the Review Team answer all questions thoroughly?** Yes (Cruz & Ruppenthal)**If not, identify additional information needed.**

**Did the Review Team provide necessary culture of evidence (data, references, etc.)?** Yes (Cruz & Ruppenthal) **If not, identify additional information and analysis needed.**

**Did the Review Team include action plans for areas that need improvements?** Yes (Cruz & Ruppenthal) **If not, identify areas and information needed.** The action plans included both the need for more resources and the program’s commitments to action (with or without additional funding, which does not seem likely with the current budget) (Ruppenthal)

**PART G: ADDITIONAL INFORMATION**

**Provide concrete questions or feedback if needed**.

Very good program review! (Ruppenthal) Good program review! However more visual charts & graphs would help overall presentation of data (Cruz)