|  |
| --- |
| **BASIC PROGRAM INFORMATION** |

*Program Review is about documenting the discussions and plans you have for improving student success in your program and sharing that information with the college community. It is also about linking your plans to decisions about resource allocations. With that in mind, please answer the following questions.*

|  |  |
| --- | --- |
| **Program/Department Name:** |  |

|  |  |
| --- | --- |
| **Division Name:** |  |

Please list all team members who participated in this Program Review:

|  |  |  |
| --- | --- | --- |
| **Name** | **Department** | **Position** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Number of Full Time Faculty:** |  | **Number of Part Time Faculty:** |  |

|  |
| --- |
| **Please list all existing Classified positions:** *Example: Administrative Assistant I* |
|  |

|  |
| --- |
| **SECTION 1: PROGRAM REFLECTION** |

**1A. Program Update:** Based on the program review [data](http://www.foothill.edu/staff/irs/programplans/programreviewdata.php), please tell us how your program did last year. We are particularly interested in your proudest moments or achievements related to student success and outcomes.

|  |
| --- |
|  |

**1B. Program Improvement:** What areas or activities are you working on this year to improve your program? Please respond to any feedback from the supervising administrator from last year’s program review.

|  |
| --- |
|  |

**1C. Measures of Success:** What data or information will you use to measure your success (e.g. student success rates, changes in student or program learning outcomes)?

|  |
| --- |
|  |

**1D. EMP Goal:** The 2015-2020 Educational Master Plan (EMP) includes the following goal:

*“Create a culture of equity that promotes student success, particularly for underserved students.”*

Based on the program review [data](http://www.foothill.edu/staff/irs/programplans/programreviewdata.php), tell us some of the things your program will be doing this year to support this goal. You will be asked to report on any accomplishments on your next comprehensive program review.

|  |
| --- |
|  |

|  |
| --- |
| **SECTION 2: PROGRAM OBJECTIVES & RESOURCE REQUESTS** |

**2A. New Program Objectives:** Please list any new objectives (do not list your resource requests).

|  |  |  |
| --- | --- | --- |
| **Program Objective** | **Implementation Timeline** | **Progress Measures** |
| *Example: Offer 2 New Courses to Meet Demand* | *Winter 2016 Term* | *Course Enrollment* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**2B. Resource Requests:** Using the table below, summarize your program’s unfunded resource requests. Refer to the Operations Planning Committee (OPC) [website](http://www.foothill.edu/president/operations.php) for current guiding principles, rubrics and resource allocation information.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Resource Request** | **$** | **Program Objective (Section 2A)** | **Type of Resource Request** | | | |
| **Full-Time Faculty/Staff Position** | **One-Time B-Budget Augmentation** | **Ongoing B-Budget Augmentation** | **Facilities and Equipment** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**2C. Unbudgeted Reassigned Time:** Please list and provide rationale for requested reassign time.

|  |
| --- |
|  |

|  |
| --- |
| **SECTION 3: LEARNING OUTCOMES ASSESSMENT SUMMARY** |

**3A. Attach 2014-2015 Course-Level Outcomes**: Four Column Report for CL-SLO Assessment from TracDat. Please contact the Office of Instruction to assist you with this step if needed.

**3B. Attach 2014-2015 Program-Level Outcomes**: Four Column Report for PL-SLO Assessment from TracDat. Please contact the Office of Instruction to assist you with this step if needed.

|  |
| --- |
| **SECTION 4: FEEDBACK AND FOLLOW-UP** |

**This section is for the Dean/Supervising Administrator to provide feedback.**

**4A. Strengths and successes of the program as evidenced by the data and analysis:**

|  |
| --- |
|  |

**4B. Areas of concern, if any:**

|  |
| --- |
|  |

**4C. Recommendations for improvement:**

|  |
| --- |
|  |

**4D. Recommended Next Steps:**

Proceed as Planned on Program Review Schedule

Further Review / Out-of-Cycle In-Depth Review

**This section is for the Vice President/President to provide feedback.**

**4E. Strengths and successes of the program as evidenced by the data and analysis:**

|  |
| --- |
|  |

**4F. Areas of concern, if any:**

|  |
| --- |
|  |

**4G. Recommendations for improvement:**

|  |
| --- |
|  |

**4H. Recommended Next Steps:**

Proceed as Planned on Program Review Schedule

Further Review / Out-of-Cycle In-Depth Review

*Upon completion of Section 4, the Program Review document should be returned to department faculty/staff for review, then submitted to the Office of Instruction and Institutional Research for public posting. Please refer to the Program Review timeline.*