



Columbia College

Annual Instructional Program Review 2012 - 2013

Each program or service area of Columbia College is expected to engage in an ongoing process of self reflection and assessment of program effectiveness. Program review is designed to facilitate and document this process, along with program improvements as described by intended outcome(s).

Department Area:

Program/Department:

File ID:

- [College Goals and Objectives](#) (CGO)
- [Educational Master Plan](#) (EMP) [EMP Update 2008-2015](#)
- [Institutional Student Learning Outcome](#) (ILO)
- [Program Student Learning Tool](#) (PLO)
- [Course Student Learning Tool](#) (SLO)

Describe the relationship of your program to the college's [Mission Statement](#) and [College Goals](#):

Staffing description:

Submitted By

Signature

College Council

Section 1. Trend Analysis

For each program within the Program/Department, use the data provided to indicate trends (e.g., steady, increasing, decreasing, etc.) for each of the following measures. To access data:

[Data Portal Enrollment - Demand](#)

[Data Portal Success - Retention](#)

[Data Portal - Awards](#)

Three Year Trends for:

Academic

Full-Time

Fill Rate

Year	Hours/All Hours	Census/Capacity	Student Success	# Awards
	FTES	%	Rate	
2009-10				
2010-11				
2011-12				
Trend Summary:				

1.1 Describe how these trends have affected student achievement and student learning:

1.2 Please explain any other relevant quantitative/qualitative information that is relevant to the evaluation of your program. (Optional: you may also attach documents via the links below.)

Evaluation File Attachments:

 No file attached

 No file attached

For CTE programs

1.3 If available, provide any CTE information that is relevant to this program review. (For example, labor market data and/or information, advisory recommendations, etc.)

Section 2. Student Learning and Curriculum

Program/ Department:

2.1 Course Level

For each program within the Program/Department, provide the related information. Click here: [SLO Tool](#).

Academic Year	% of Courses with SLOs Identified	% of Courses Assessed	% of Courses with Ongoing SLO Assessment	% of Courses in Compliance

Please comment on the percentages above.

2.2 How has assessment of course-level student learning outcomes led to the improvement in student learning.

2.3 Course Level

Please list all courses which have been reviewed in the last academic year. *Note: Curriculum Review is required by the Chancellors Office every 6 years.*

Click here to review this year's Curriculum Committee Actions regarding:

[Curriculum Committee Actions 2012-13 - Courses](#) [All Approved Courses](#)
 (46 pp. Each course is listed on a separate page)

Course	Title	Last Review	Next Review

2.4 Program Level

Please list all awards within the programs.

<i>Where in the assessment cycle and status.</i>		
Degree or Certificate	PLO Phase of Cycle	Status

2.5 How has assessment of program-level student learning outcomes led to certificate/degree program improvements? Your summary should include a summation of the results of all degrees, certificates, and other programs which were recently assessed. If any of the above are not started, please explain why.

2.6 List all degree/certificate programs within the Program/Department that were reviewed in the last academic year.

- 1.

2.7

What recent activities, dialogues, discussions, etc. have occurred to promote student learning or improved Program/Department processes in the last year?

Mark an "X" in front of all that apply.

- a. Curricular development/revisions of courses
- b. Curricular development/revision of programs
- c. Increased improved SLO/PLOs in a number of courses and programs

- d. Other dialog focused on improvements in student learning
- e. Documented improvements in student learning
- f. New degree or certificate development
- g. Best Practices Workshops
- h. Conference attendance geared towards maintaining or improving student success
- i. Professional development activity geared towards maintaining or improving student learning
- j. Technical Advisory Committee meetings and recommendations

Describe how the activities, dialogues, discussions, etc. have improved student learning.

Section 3. Evaluation of Previous Goals

3.1

For the purpose of this program review cycle refer to the EMP, previous Program Review reports, EMP, UPT, SLO, and VTEA plans. What measurable outcomes were achieved due to the actions completed?

- [College Goals and Objectives](#) (CGO)
- [Educational Master Plan](#) (EMP) [EMP Update 2008-2015](#)
- [Institutional Student Learning Outcome](#) (ILO)
- [Program Student Learning Tool](#) (PLO)
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- Goal from previous program review cycle.
- What action was taken to meet the goal?
- What was the outcome?

3.2

Evaluate the success of the above actions. Did the completed actions lead to improved student learning or program improvements?

Section 4. Future Goals and Resource Request

Considering the information in the program review above: What modifications do you plan to make to your program in the future to improve student learning and/or program processes? Complete a Resource Request

for each plan requiring institutional resources. All resource request should be tied to at least one of the following:

- [College Goals and Objectives](#) (CGO)
- [Educational Master Plan](#) (EMP) and [EMP Update 2008-2015](#)
- [Institutional Student Learning Outcome](#) (ILO)
- [Program Student Learning Tool](#) (PLO)
- [Course Student Learning Tool](#) (SLO)

4.1 New or Existing Goal

As a result of your program review, please identify one new goal for the **2013-2014** academic year. (Additional goals can be added by clicking the blue drop down arrow below.)

Anticipated action leading to changes or improvements.

New or existing goal best meets what College Goal.

4.2 Resource(s) Requested

Describe the resource request in detail?

What measurable outcome will result from filling this resource request?

Consider the type of resources and potential funding sources needed to fill this request?

<i>Type of Resource Requested</i>	<i>Amount Requested</i>	<i>Description</i>	<i>Justification</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

NOTE: All personnel request(s) must also go through existing hiring processes.

Section 5. Finalize and Save

Submitted by:

(email address, please)

Signature

College Council

Ensure the form is complete, your email has been input into the "submitted by" box, then save the form, and finally print a copy for your records. (You can open the form later to edit.)

