|  | **Responsiveness to the Component** | **Evidence** | **Analysis: Explanation/ Rationale of Assertions Supported by Evidence** | **Overall Judgment** | **Comments** |
| --- | --- | --- | --- | --- | --- |
| 1. What does the workforce program do? | Acceptable |  |  | Acceptable | * Consider adding a purpose statement related to the degree exit point.
* Consider discussing the AWS/SENSE standards here.
* Focus on consistent grammatical approaches to each item.
 |
| 2. Program relationship to the college mission and strategic plan. | Acceptable | Acceptable | Acceptable | Acceptable | * A discussion of specific skills that make this program a national exemplar would strengthen this section.
 |
| 3. Program relationship to student demand. | Acceptable | Acceptable | Acceptable | Acceptable | * Be sure to focus on tracking the data for the next review. Those data will be crucial to documenting your success. Make a plan now on how to track everything.
* Distracting formatting issues and inconsistencies detract from the effectiveness of the report.
* Be careful to link the data in tables to the narrative clearly and consistently.
 |
| 4. Program relationship to market demand. | Acceptable | Acceptable with Recs | Acceptable | Acceptable | * Evidence that a lack of understanding of the application for graduation is affecting outcomes should be provided.
* More data is needed to support assertions throughout this section. This will be important to track for the next review.
 |
| 5. How effective is the program’s curriculum? | Acceptable | Acceptable | Acceptable | Acceptable | * Delete the notation “Michelle stopped here” after the comment on computer labs on page 44.
* Great work noting the necessity of considering the hazards of adding courses for the AAS into certificates.
* Tables are again difficult to read.
* Consider adding more analysis of the consequences of requiring students to pass the TSI to program completion. Is it truly a barrier to admissions, and is a lack of passing the TSI a barrier to program completion?
 |
| 6. How well does program communicate? | Acceptable | Acceptable | Acceptable with Recs | Acceptable with Recs | * Elaborate on how success will be measured.
* Communication needs to be taken beyond heavy reliance on the online catalog. Take care that all communications are easily accessed.
* While the review provides examples of problems with the communication approach, there is a lack of analysis and evidence in support of the conclusion or for the plan to improve.
 |
| 7. How well are partnership resources built & leveraged? | Acceptable with Recs | Acceptable | Acceptable with Recs | Acceptable with Recs | * While a list of partnerships is provided, there is a serious lack of analysis of how they are leveraged and their impact.
* Additional details are needed for the nature of the partnerships and how they impact student success.
* Discuss the 2+2 program in greater detail.
* What more can these partnerships offer to support the program?
 |
| 8. Are the faculty supported with professional development? | Acceptable | Acceptable | Acceptable with Recs | Acceptable | * Formatting issues are again a major distraction here.
* Be sure to address how the professional development activities improve the program and student outcomes.
* What further professional development is needed?
* Is there professional development occurring, or needed, for adjunct faculty?
 |
| 9. [Optional] Does the program have adequate facilities, equipment and financial resources? |  |  |  |  | * While this section was skipped, you need to delete the placeholder Latin text. The section needs to be blank.
 |
| 10. How have past CIPs contributed to success? | Acceptable | Acceptable | Acceptable | Acceptable | * No recommendations here.
 |
| 11. How will program evaluate its success? | Acceptable | Acceptable | Acceptable with Recs | Acceptable with Recs | * Please add a plan for analyzing future data.
* Weaknesses have been identified throughout the review that have not been addressed in evaluating success or in the next section on the CIP. Close the loop. How are the weaknesses hindering success, and how will they be addressed?
* Tracking and improving demographics, increasing AAS graduates, and improving communications are just three examples of things that need to be included in future plans.
* Make sure you articulate a concrete plan on how the program success will be evaluated moving forward, with data on appropriate measures like recent graduate job placement, enrollment, retention, successful completion of certificates and degrees, etc.
 |
| 12. Future Continuous Improvement Plan (CIP) | Acceptable |  |  | Acceptable | * An adequate framework has been provided, but more details are needed.
* Outcome #1 includes a heavy emphasis on “math and measurement skills”, yet the case that this is a major need has not been established with evidence throughout the review.
* Outcome #2 does not clearly articulate how the plan will lead to the desired outcome. The action plan does not address anything other than working with the Dean to develop a new course.
* The CIP needs to clearly articulate a plan that will address problems that have been established in the review. That is not happening as well as it could.
 |

**Overall Decision:**

|  |  |  |
| --- | --- | --- |
| [ ]  Accepted Without Recommendations | [x]  Accepted With Recommendations | [ ]  Revisit and Revise |

**General comments about the submission or rationale for the conclusion:**

* Overall, there are numerous grammatical errors and formatting issues with tables. These must be addressed. In its current form, the errors seriously detract from the message you are trying to deliver.
* There are several areas that need better analysis work, or more data/evidence to support the assertions.
* The CIP plan needs to be better tied to the weaknesses you spent time identifying and substantiating.
* Spend more time provided evidence to support your conclusions, and analyzing what the data say. Close the loop. If there are problems, discuss how that impacts the program and how they can be addressed.
* Analyze how student enrollment will be impacted if the TSI is a requirement.
* Overall, good work for a first review. Everything identified will work to strengthen the review and the program. This does not take away from the great work that has been clearly been done in getting this program off the ground. These recommendations will help improve the program and tell its story.