

WORKFORCE PROGRAM REVIEW CHECKLIST

Program: Video Production

Reviewer: Laure Varnell

	Responsiveness to the Component	Evidence	Analysis: Explanation/Rationale of Assertions Supported by Evidence	Overall Judgment	Comments
1. What does the workforce program do?	Accepted without Recommendations			Accepted without Recommendations.	
2. Program relationship to the college mission and strategic plan.	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	
3. Program relationship to student demand.	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	Enrollment data presented on pages 21-22 and 26-28 needs citations.
4. Program relationship to market demand.	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	Typo on pg. 31 in first sentence needs correcting. Salaries and wages would be more comprehensively supported if at least one other source was utilized to gather more recent data (for example, the Economic Research Institute).
5. How effective is the program's curriculum?	Accepted with Recommendations Program curriculum is effective overall based on growth and success rates, but some responses were not fully supported with evidence.	Accepted with Recommendations Some elements lacked sufficient evidence. (I.e. Sect. 5, F and G)	Accepted with Recommendations Overall evidence is coherent and credible. However, no quantitative data is given to demonstrate that students can complete the program "on time". What is the average time to completion for a student? Also, while consistent complaints may not be found in student evaluations, no	Accepted with Recommendations The program makes a mostly supported case for curriculum effectiveness, but more data can be pulled from zogotech or tableau to support time to completion.	All data needs to be cited. Addition of more quantitative data or tables would better support case for effectiveness.

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6. How well does program communicate?	Accepted with Recommendations Requirement seems met in basic sense, but communication, especially digital, needs more attention.	Accepted with Required Changes Last link doesn't work. There is no information regarding program tuition and fees, links to grading policies/syllabi. Section 6.C - describes process for academic compliance, but not how or by whom the electronic sites are maintained.	Accepted with Recommendations Evidence is adequate, but more tangible measures for feedback need to be developed.	Accepted with Required Changes The response to 6.C needs to be rewritten to accurately reflect process of updating electronic sites beyond curriculum. Information about costs, syllabi, etc. Needs to be more easily accessible to prospective/current students.	Communication could be more effective; need more tangible way of measuring effectiveness of communication.
7. How well are partnership resources built & leveraged?	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	
8. Are the faculty supported with professional development?	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	Some faculty need to provide dates for conferences, conventions, trainings, etc. This will both strengthen the evidence and also be beneficial to them during the MYC process.
9. [Optional] Does the program have adequate facilities, equipment and financial resources?					
10. How have past CIPs contributed to success?	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations	

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11. How will program evaluate its success?	Accepted with Required Changes Program does not provide what metrics will be used to evaluate success	Accepted with Required Changes Evidence is incomplete and lacks actions to be taken.	Accepted with Required Changes Evidence provided addresses recognized strengths and weaknesses but does not provide plan for addressing and measuring success.	Accepted with Required Changes Describe actions to be taken and rationale for expected outcomes.	Need a summary statement of the areas your CIP will measure and what success will look like.
12. Future Continuous Improvement Plan (CIP)	Accepted without Recommendations			Accepted without Recommendations	

Overall Decision:

Accepted Without Recommendations

Accepted With Recommendations

Accepted with Required Recommendations

Revisit and Revise

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General comments about the submission or rationale for the conclusion:

Overall, the program review for Video Production well written and provides excellent information on the growth and success of the program. The program growth and demand are on track to continue as the marketplace continues to expand both locally and nationally. The areas of recommendation or change primarily reflect a need for more tangible or detailed evidence to support the associated Report criteria. In the area of communication, a focus on more digitally accessible information would be beneficial to reach prospective students who are exploring what the Collin College program has to offer against other local programs. While this will be addressed over time as the new website continues to be developed, we recommend providing a summary of actions or specific areas the program intends to implement to ensure this information is better communicated.