WORKFORCE PROGRAM REVIEW CHECKLIST

Program: Video Production

Reviewer: Composite: Laura Varnell, Dr. Lisa Reed, Dr. Yassmin Ansari

	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	Clear examples are given to support each point of the mission and strategic plan.
3. Program relationship to student demand.	Accepted without Recommendations	Accepted without Recommendations	Accepted without Recommendations:	Accepted without Recommendations	LR - Program is experiencing continued growth and demand. Concerns regarding obstacles to meeting ongoing demand are due to space constraints and ability to hire experienced faculty. 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. LV - 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?	LV/LR/YA - Accepted with Recommendations Program curriculum is effective overall based on growth and success rates, but some responses were not fully supported with evidence.	LV/ LR – Accepted with Recommendations Some elements lacked sufficient evidence. (I.e. Sect. 5.F and G) YA – Accepted without Recommendations From FY2018 to FY2023, the	LV/LR/YA- 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	LV/LR – Accepted with Recommendations YA – Accepted without Recommendations The program presents a largely substantiated argument for the effectiveness of its curriculum.	LR/LV - All data needs to be cited; consider some of the quantitative options at the College to help gather data to show effectiveness of the curriculum. Adding more visuals might be effective evidence.

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		institution has seen an increase in the number of graduates, exceeding the average of 5 completes per year. This improvement is attributed to changes made in the Curriculum Improvement Plan (CIP) at the end of the previous 5-year cycle.	time to completion for a student? Also, while consistent complaints may not be found in student evaluations, no complaint examples were given at all.		
6. How well does program communicate?	**Accepted with Recommendations** LV - Requirement seems met in basic sense, but communication, especially digital, needs more attention. LR – A variety of different methods could strengthen communication. **Accepted without Recommendations**	**Accepted with Required Changes** LV -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 the electronic sites are maintained.	**Accepted with Recommendations** Evidence is adequate, but could be strengthened with measurable data.	**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 plan for measuring communication effectiveness.

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	YA - The communication effectiveness of Collin College's Video Production program is being enhanced through the overhaul of the college's website, with dedicated department pages planned to integrate features like faculty directories and district-wide calendars.	YA - Feedback mechanisms for program literature are currently informal, relying on faculty advising and recommendations for courses, professional activities, and job opportunities. While direct feedback channels for students regarding program literature are lacking, the program is actively engaged in supporting student success through various means			
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 be beneficial to them when submitting their end-of-month reports, yearly evaluations, and MYC documents.

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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**	
11. How will program evaluate its success?	**Accepted with Required Changes** LV -Program does not provide what metrics will be used to evaluate success LR – Program does not provide plan for evaluating success YA - The program's success will be evaluated through steady enrollment growth, increased degree/certificate awards, and enhanced facilities. However, concerns include students delaying major declaration, limited space affecting course offerings, and technology	**Accepted with Required Changes** Evidence is incomplete and does not list specific actions to be taken.	**Accepted with Required Changes** Evidence provided does not provide plan for addressing and measuring success along with list of strengths.	**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.

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	limitations hindering production capabilities.				
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

Program: _____   **Reviewer: _____**

General comments about the submission or rationale for the conclusion:

Lisa Reed – Program Report is responsive in each of the component areas. Considering the short length of time that the program has been offered at Collin College, it is impressive how well it stands up among the peer institutions' Video Production programs. Estimates for future growth of the program and the demand for more in the marketplace is impressive as it is covered in the Report. The recommendations made in this review primarily reflect areas which lack adequate evidence or a detailed way to support evidence offered. When these areas are addressed, the report will be more beneficial to students in the program, those considering it, faculty teaching in the program, and those working to advise students about the program.

Laura Varnell - 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 target to ensure this information is better communicated.

Yassmin Ansari – No general comments provided.