



I. Mission & Integrity

Focus on the Mission

1. Describe the program and goals.
2. How do the goals of the program support the College's vision and mission? How does the program align with the strategic plan?

Measures:

- a) *course completion (grades A, B, C, D, F, P) and successful (grades A, B, C, P) course completion rates (excludes dual enrollment)*
 - b) *course completion (grades A, B, C, D, F, P) and successful (grades A, B, C, P) course completion rates (dual enrollment only)*
 - c) *developmental education subsequent success (e.g. ENG071 to ENG081)*
 - d) *general education subsequent success (e.g. ENG101 to ENG102)*
 - e) *# new transfers to Arizona universities with declared major in program*
 - f) *institution level comparative data (e.g. persistence, successful course completion, transfer)*
 - g) *Community College Survey of Student Engagement (CCSSE) Executive Summary
more information at http://www.estrellamountain.edu/ie/ie_ccsse.asp*
 - h) *Noel-Levitz Student Satisfaction Inventory*
3. Describe the programs workload measures as developed within the Student Services process. Include what they are and how they were developed. For budget details, include categories of expenditures. Additionally, list all sources of income with dollar amounts and the percentage of program budget that revenue sources represents.
 4. Briefly highlight strengths and opportunities for improvement related to how well your program supports the vision and mission of the institution.

II. Student Learning and Effective Teaching

Focus on Student Learning Outcomes

1. Comment on facilities, equipment, and technology that the program uses, their current adequacy, and any immediate and future needs for the program.
2. How are faculty/staff involved in defining expected student learning outcomes?
3. How does the program assess student learning outcomes? Identify outcomes of this assessment process and what changes, if any, took place as a result of these outcomes.
4. How do the outcomes of the program align with the General Education Abilities Matrix



III. Acquisition, Discovery, and Application of Knowledge

Focus on Staff Learning Outcomes

1. Explain how faculty and staff in the program maintain expertise in their discipline or area of responsibility. What are the professional growth needs for residential faculty and/or staff in your program area over the next three years? How will these needs be met?

Measures:

- a) *ratio of faculty/staff participating in professional growth activities/total program faculty/staff*
2. Briefly highlight strengths and opportunities for improvement related to participation in and availability of professional growth and learning opportunities for employees?

IV. Engagement and Service

Focus on Constituencies

1. Describe activities initiated and led by program faculty/staff that have positively impacted the college and community. Are there future activities the program is considering?
2. Identify what the program has done to establish communication, partnerships, and cooperation with high schools, other community college programs, the community, and four-year institutions in support of program and the College's mission and goals. In your discussion point out challenges, lessons learned, and how these will be applied to future plans.

Measures:

- b) *# of partnerships and type of partnerships*
- c) *# of students served/benefited from partnership*
- d) *# of faculty/staff served/benefited from partnership*

V. Preparing for the Future

Focus on the Future

1. Identify strengths of the program (e.g. program achievements/accomplishments, major activities or initiatives, progress made since last review, celebrations and recognitions).



2. Identify potential strategies to maintain or improve program performance. Include consideration of the following in your response:
 - Opportunities for the program to continue in a similar or different format.
 - Opportunities for cost-containment through restructuring or technological innovations.
 - Opportunities for collaboration with other programs or institutions. How can duplication be avoided?
3. Describe challenges for the program at the present time. Comment on issues or areas of concern which may impact the progress or effectiveness of the program.
4. Describe strengths and challenges for faculty/staff appropriate to the program's current status or future development. Indicate any immediate and projected staffing needs/requests. Include comparison staffing data or nationally recognized staffing standards.
5. Describe community and compliance influences by external factors (e.g. state laws, external accreditation requirements, and changing community demographics) that will impact the program's ability to achieve future goals.
6. Based on this program review, what is your three-year plan for the program? Include goals, responsible party, timeline, resource implications. Also include staffing (hiring and professional development), facility, and technology needs.