

## 2019-2020 Comprehensive Program Review Rubric (Administrative Areas)

	Exemplary	Satisfactory	Developing
<b>Program Overview</b>	<p><i>Meets satisfactory requirements, plus:</i></p> <ul style="list-style-type: none"> <li>Program has achieved at least one of its goals backed by clear evidence of achievement.</li> </ul>	<ul style="list-style-type: none"> <li>Program has a well-developed mission statement that aligns with the mission of the College and PCCD.</li> <li>Program has well-developed goals that align somewhat with College's strategic goals and PCCD goals.</li> <li>Program has made satisfactory progress towards achieving AND/OR achieved one or more of its goals</li> </ul>	<p><i>Does not meet satisfactory requirements. Reasons may include:</i></p> <ul style="list-style-type: none"> <li>The program has a mission statement, but it is not in alignment, or vaguely aligns, with the mission of the College and PCCD.</li> <li>Goals need alignment.</li> </ul>
<b>Assessment and Major Accomplishments</b>	<p><i>Meets satisfactory requirements, plus:</i></p> <ul style="list-style-type: none"> <li>Assessment, data, and improvement steps resonate with accomplishments.</li> <li>Improvements were clearly the result of assessment of an area or issue.</li> <li>Improvements themselves have been assessed.</li> <li>Outcomes measured as well resulting improvement objectives have at least some alignment with the goals of the college</li> </ul>	<ul style="list-style-type: none"> <li>Unit is assessing an appropriate number of outcomes given its areas of leadership.</li> <li>Results of assessment provide clear window into strengths, challenges and opportunity of administrative area.</li> <li>Program Improvement objectives address issues, but also to a limited degree take the educational landscape into account (campus, district, region, state, higher education in general)</li> </ul>	<p><i>Does not meet satisfactory requirements. Reasons may include:</i></p> <ul style="list-style-type: none"> <li>Unit needs to conduct more assessments of outcomes.</li> <li>Results that were measured need to be more tangible or have a richer basis of comparison.</li> <li>Future assessment plans need to take more of the college, region, state, or educational landscape into greater account</li> </ul> <p>Outcomes need to be more measurable.</p>
<b>Engagement</b>	<p><i>Meets satisfactory requirements, plus:</i></p> <ul style="list-style-type: none"> <li>Program demonstrates effective involvement of all staff within the area.</li> <li>Assessment</li> </ul>	<ul style="list-style-type: none"> <li>Program engages in a variety of institutional and community activities and efforts.</li> <li>There is evidence of effort to include part-time faculty in training, discussions, and decision-making.</li> </ul>	<p><i>Does not meet satisfactory requirements. Reasons may include:</i></p> <ul style="list-style-type: none"> <li>Area demonstrates limited engagement in institutional and community activities.</li> <li>There is limited effort to include full and part-time staff in training, discussions, and decision-making.</li> </ul>