

## Annual Program Review Rubric

Section	Exemplary	Satisfactory	Developing	List Any Improvements Demonstrated
<b>Program Overview (Mission Statement, Report of number of full- and part-time staff in area, Program Goals, Utilization of Facilities)</b>	Meets satisfactory requirements, plus: <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>• Staff and facilities usage report is complete.</li> <li>• For years 1 and 3, curriculum content review has been completed as required.</li> </ul>	Does not meet satisfactory requirements. Reasons may include: <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> <li>• Staff and facilities usage information is missing or incomplete.</li> </ul>	
<b>Program Update Page (Analysis/ Interpretation of Data, Reporting on Outcomes; Identifying accomplishments, areas of improvement)</b>	Meets satisfactory Requirements, Plus: <ul style="list-style-type: none"> <li>• Responses show that previous decisions were based on data, with a narrative of the impact of this data/outcomes-driven decision.</li> <li>• Outcomes reporting reflects more than one cycle of outcomes assessment.</li> <li>• Accomplishment or identified improvements are the clear result of a previous assessment and decision.</li> </ul>	<ul style="list-style-type: none"> <li>• Report on area activities, accomplishments and areas for improvement includes a response to data provided within the Update page.</li> <li>• Responses shows evidence of outcomes assessment taking place, with some decisions driven by outcomes assessment data/findings.</li> <li>• Accomplishments and/or Improvements are reported, which may or may not be data or outcomes-driven.</li> </ul>	Does not meet satisfactory requirements. Reasons may include: <ul style="list-style-type: none"> <li>• Data not analyzed/interpreted</li> <li>• Reporting on outcomes vague or did not occur</li> <li>• Accomplishments not identified</li> <li>• Areas of improvement vague/not identified</li> </ul>	
<b>Resource Requests</b>	Meets satisfactory requirements, plus: <ul style="list-style-type: none"> <li>• Resource requests align with program goals that were developed utilizing several cycles of outcomes assessment.</li> </ul>	<ul style="list-style-type: none"> <li>• Resource requests align with program goals/need.</li> </ul>	Does not meet satisfactory requirements. Reasons may include: <ul style="list-style-type: none"> <li>• Program does not have goals delineated.</li> <li>• Section(s) of Program Review are blank or incomplete.</li> <li>• Resource requests do not align with program goals.</li> <li>• Resource requests lack information (item detail, intended usage, cost, quantity, etc.)</li> </ul>	