

Program Name: _____ Date: _____ CERC Member Name: _____

**COLLEGE EFFECTIVENESS REVIEW COMMITTEE (CERC)
Evaluation Tool for Comprehensive PROGRAM Reviews**

Purpose: This tool is used to evaluate Comprehensive INSTRUCTIONAL PROGRAM Reviews for the AY14-16 review period. CERC members will complete one evaluation sheet for each submitted program review.

Recommendations and Comments: Please provide the program with feedback and recommendations for improvement (see text box, page 3). Be as specific and detailed as possible. Constructive feedback helps program faculty and staff understand their review scores and improve their future review reports. Thoughtful recommendations can help programs enrich their contributions to their students' academic and career success.

Instructions: Rate how clearly and completely the program's report describes, explains, analyzes, documents and provides evidence *as appropriate* in response to the questions and prompts in each section of the review template related to the topics below. Programs may provide information in more than one table or cell in the report, so consider the entire section of the report when assigning point scores to individual topics.

Scoring: Score each topic from ZERO POINTS ("0") up to the MAX POINTS allowed for each topic below. Programs may earn a maximum of 100 points.

SCORING GUIDE:

Zero points = no discussion of topic; no analysis.

Mid-range points = limited or incomplete discussion of topic; limited or incomplete analysis.

High-range points = appropriate, full discussion of topic; meaningful analysis.

PART I: THE PROGRAM		POINTS
Program mission/goals, description.	Max points = 1	
Significant program activities, successes/accomplishments and challenges/obstacles.	Max points = 8	
Data and analysis, including ARPD data and Health Scores (Demand, Effectiveness, Efficiency, Overall), Perkins Core Data, other program data.	Max points = 8	
Support for and contributions to the College's Mission and ILOs.	Max points = 5	
<i>MAX CERC POINTS THIS SECTION = 22</i>	SECTION SCORE	
<i>Assessment evidence/reports will be evaluated by Assessment Committee.</i>	Max points = 8	
<i>MAX POINTS THIS SECTION = 30</i>	OVERALL SECTION SCORE	

PART II: PROGRAM ACTION PLAN		
Action Goals (action items) for program improvement.	Max points = 6	
Tactics, strategies and implementation plans proposed to meet program action goals/action plans.	Max points = 9	
Potential to positively impact students' attainment of learning outcomes.	Max points = 8	
Potential to positively increase students' achievement of degrees/certificates.	Max points = 6	
Alignment with the College's <i>Strategic Directions 2015-2021</i>.	Max points = 6	
<i>MAX POINTS THIS SECTION = 35</i>	SECTION SCORE	

PART III: RESOURCES and ALLOCATION REQUESTS		

Resource Inventory and Resource “Gap” analyses.	Max points = 2	
Resource Allocation Requests: required information and data provided.	Max points = 6	
Resource Allocation Requests: justification and rationale.	Max points = 12	
Resource Allocation Requests: alignment to program’s action goals.	Max points = 5	
Resource Allocation Requests: alignment to College’s <i>Strategic Direction 2015-2021</i> .	Max points = 5	
Discussion of consequence if College cannot allocate resource(s) as requested.	Max points = 5	
<i>MAX POINTS THIS SECTION = 35</i>	SECTION SCORE	

SECTION SCORES	
PART I: THE PROGRAM	
PART I: ASSESSMENT	
PART II: PROGRAM ACTION PLAN	
PART III: RESOURCES and ALLOCATION REQUESTS	
TOTAL SCORE	

Recommendations and Comments:

