

**SAN DIEGO MESA COLLEGE
OFFICE OF INSTRUCTIONAL SERVICES
PROGRAM REVIEW – YEAR-END REPORT, 2010-2011**

ADDENDUM

Presented to and Approved at the September 20, 2011 President’s Cabinet

Year/Lead Writers 2010-2011	Program Review Committee Liaisons	Final Report Response Sheet	Comments/Recommendations from Program Review Committee
<u>Year Five</u> Art-Fine Art (All)(L) • Wendell Kling/ Georgia Laris	Laura Mathis (Chris Sullivan)	C	The program plan was submitted late on 4/13/11. It was sent to the assigned liaisons for review, The program plan was completed with most requirements being met. Implementation of goals is not always discussed. Complete responses are provided; however, data is not used as evidence when answering a number of questions. Progress on all short and long-term goals has been documented with obstacles to their completion included. Program needs are identified with no reference to data. When discussing challenges, enrollment data is utilized.
<u>Year Five</u> Black Studies (L) •Thekima Mayasa	Kristan Clark (Rocio Sandoval)	C	The program plan was submitted late on 4/20/11. It was sent to assigned liaisons for review. The program plan was completed with requirements being met. Complete responses are provided with data used as evidence. Progress on all short and long-term goals has been documented with obstacles to their completion included. When discussing program needs and challenges, data is utilized.
<u>Year Five</u> Building Construction- Carpentry/Inspection (L) • Larry Horsman	Laura Mathis (Chris Sullivan)	C	The program plan was submitted late on 4/08/11. It was sent to assigned liaisons for review. The program plan was completed with requirements being met. Complete responses are provided with student data used as evidence. Progress on all short and long-term goals has been documented with obstacles to their completion included. When discussing program needs and challenges, data is utilized.

C = Completed R = See Recommendation (*) = Commendation
 (L) = Submitted after the established deadline



San Diego Mesa College

Program Review

Committee Report Years Two - Five

2010-2011

Presented to and Approved at President's Cabinet

May 3, 2011

SAN DIEGO MESA COLLEGE
PROGRAM REVIEW COMMITTEE
COMMITTEE REPORT TO PRESIDENT’S CABINET
YEAR-END REPORT FOR YEARS TWO - FIVE
2010-2011

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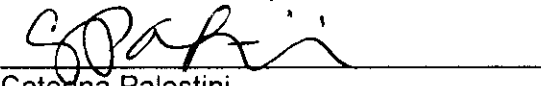
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**SAN DIEGO MESA COLLEGE
ACADEMIC PROGRAM REVIEW COMMITTEE
COMMITTEE REPORT TO PRESIDENT'S CABINET
YEAR-END REPORT FOR YEARS TWO - FIVE
2010-2011**

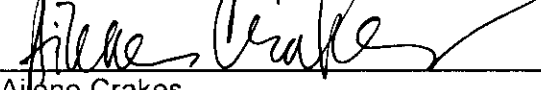
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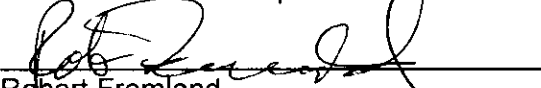

Yvonne Bergland
Administrative Representative, Co-Chair


Monica Romero
Student Services Representative, Co-Chair



Caterina Palestini
Classified Senate Representative

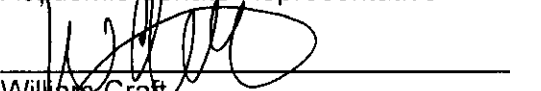

Danielle Short
Classified Senate Representative


Ailene Crakes
Academic Senate Representative


Robert Fremland
Academic Senate Representative


Laura Mathis
Academic Senate Representative


Alison Steinberg
Academic Senate Representative

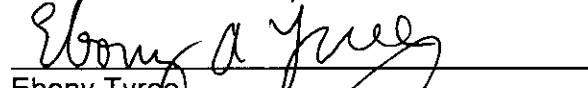

William Craft
Administrative Representative


Susan Mun
Campus-Based Researcher


Kristan Clark
Academic Senate Representative, Co-Chair

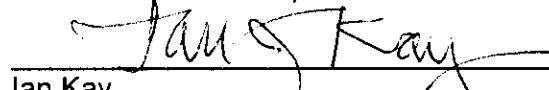

Kathleen Wells
Administrative Services Representative, Co-Chair

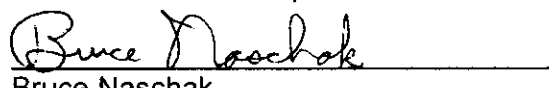

Rocio Sandoval
Classified Senate Representative



Ebony Tyree
Classified Senate Representative

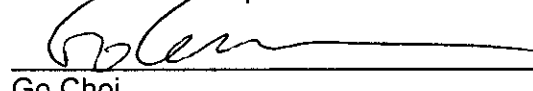

Brian Cushing
Academic Senate Representative


Anne Geller
Academic Senate Representative


Ian Kay
Academic Senate Representative


Bruce Naschak
Academic Senate Representative


Chris Sullivan
Administrative Representative


Go Choi
Associated Student Representative

DATE: May 3, 2011
TO: Members of the President's Cabinet
SUBJECT: PROGRAM REVIEW YEAR-END REPORT FOR YEARS TWO - FIVE, 2010-2011

Following this memo are the year-end reports for Years Two - Five submitted by the Program Review Committee.

Each report contains the following information:

- the names of the lead writer(s)
- the names of the assigned Program Review Committee liaisons
- the committee's findings relative to the goals/plan of action worksheets and response sheets
- comments/recommendations/commendations from the Program Review Committee and, when provided, feedback from the lead writers

PROCESS

On behalf of the Program Review Committee, the Office of Instructional Services, Resource Development and Research sent regular e-mail reminders containing key due dates to the lead writers and their assigned liaisons. In addition, e-mail correspondence with the appropriate managers was also conducted to provide information about their role relative to the established timelines, as well as requesting their assistance in obtaining missing program/service area plans.

Despite these multiple reminders/contacts from assigned liaisons and managers, not all program plans were submitted within the established timelines. In the report section, Program/service areas labeled with the letter (L) were submitted after the established deadlines. As of the writing of this report, the following program plans have not been received:

Art-Fine Art (All) – Year 5 (Note: Program Review Plan submitted 04/13/11; forwarded to liaisons; report pending)

Black Studies -- Year 5 (Note: Program Review Plan submitted 04/20/11; forwarded to liaisons; report pending)

Building Construction, Carp/Inspect – Year 5 (Note: Program Review Plan submitted 04/08/11; forwarded to liaisons; report pending)

When received, these program plans will be forwarded to the assigned liaisons for review. Upon completion of this review, the Program Review Committee will prepare an addendum and submit it to President's Cabinet for review and approval.

Each program/service area plan was read and evaluated by at least two Program Review Committee members using the worksheet developed for the specific year involved. After the reviewers discussed their findings, the lead writers were contacted and provided feedback. Lead writers were given the choice of meeting with the reviewers, receiving an e-mail or using the telephone to discuss these findings. Once given feedback from the reviewers, lead writers had an opportunity to submit a program review addendum if they wished to do so. The committee's final findings were communicated to the lead writers for review and feedback. The feedback from lead writers was used to prepare the committee's Year-End Report. Positive comments were received concerning the process as well as the documents used.

The completed Year-End written report was reviewed by the Program Review Committee during the week of April 11 to the 15, 2011 prior to submission to the President's Cabinet. After review and approval by the President's Cabinet on May 3, 2011, lead writers will receive final copy of their portion of the Year-End Report. File copies will be prepared for the Office of the Vice Presidents of Instruction, Administrative Services and Student Services as well as the Learning Resource Center (LRC).

For 2010-2011 Year Two to Five Report, the Program Review Committee is not putting forth any recommendations concerning its processes. The Committee would like to recognize the lead writers and the workload associated with the program review plan by submitting the following recommendation.

Recommendation

Because of the increasing importance of the Program Review process to Mesa College's strategic planning as well as the constantly growing complexity of the Program Review plans (which now include statistical analyses, student learning/administrative unit outcomes and budgetary analyses); the Program Review Committee recommends that the College conduct an analysis of the program review workload, completed at the program and service area level, to determine the workload impact on the lead writers as a result of the increased responsibilities and time required to successfully complete this core function of planning.

Next Steps:

For the remainder of this academic year, the Program Review Committee will continue their work to implement three (3) recommendations from the Year One report involving simplification and revision approved by the President's Cabinet on March 29, 2011. The Program Review Committee plans to submit these changes to the President's Cabinet prior to the end of the spring 2011 semester so revisions can be implemented fall 2011. Changes to the existing process and forms will incorporate the results of the "Goal Matrix" pilot, recommendations from the fall 2010 accreditation onsite visit, and suggestions from the Strategic Planning Committee.

These above suggestions and recommendations are a result of an analysis of the findings, problems, issues, and concerns discussed within the committee, the managers, lead writers, and others during the spring 2010 program review cycle. We commend the efforts of all program/service area lead writers, department chairs/supervisors and managers who worked so diligently to implement the process and timelines to complete their plans on time and in accordance with the approved process.

The Program Review Committee completed its review of all submitted plans and, then, the revisions made to these reports by the lead writers, within the process timelines. The following pages contain reports of the Committee's findings resulting from its review and deliberations. All supporting documentation and worksheets are on file in the Office of Instructional Services, Resource Development and Research.

**SAN DIEGO MESA COLLEGE
OFFICE OF INSTRUCTIONAL SERVICES
PROGRAM REVIEW – YEAR TWO
YEAR-END REPORT, 2010-2011**

Year Two Lead Writers 2010-2011	Program Review Committee Liaisons	Goals and Plan of Action Worksheet	Progress Report Questions	Comments/Recommendations from Program Review Committee
Admissions/Records/ Veterans • Ivonne Alvarez	Rob Fremland (Kathleen Wells)	C	C	The service area plan was completed with all requirements being met. Complete responses are provided. Progress on short and long term goals as well as new goals have been well documented with any obstacles to their completion included. Appropriate data is used when discussing significant changes to the service area's strengths and challenges.
Business Services • Kathleen Wells/ Patty Banda (Erica Garcia)	Anne Geller (Yvonne Bergland)	R	R	The service area plan was completed but not all requirements are met. With no goals marked as completed, the lead writer responded appropriately. For those goals still in progress, the lead writer made changes to the timeframes only. Three long-term goals are deleted and these moved to short term. The "needs" column should be revisited where "none" is given and the use of "ongoing" as a timeframe needs to be discussed and changed. The response to questions #4 should be revisited with a suggestion that the Point of Service Survey be redesigned so that useable data is collected.
Employment/Payroll and Administrative Technical Support and Info. Services (P) • Kathleen Wells/ Patty Banda (Erica Garcia)	Monica Romero (Alison Steinberg)	C	C	As part of the pilot, the service area plan was completed with all requirements being met. Complete responses are provided. All short and long-term goals were revisited and rewritten in the S.M.A.R.T. format. Some of the goals need adjustments to the language for clarification. Timeframes should be more specific with month/year and/or semester indicated. Point of Service data results are referenced when describing changes to the strengths and challenges with impacts on the service area discussed. The service area is to be applauded for participation in the new Goals Matrix project.
Hospitality Cluster (**) • Michael Fitzgerald	Bruce Naschak (William Craft)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with any obstacles to their completion included. Provided data is addressed with program impacts discussed.
Reprographic Center/Mailroom (L) • Penny Hedgecoth/ Barry Coleman	Ailene Crakes (Ian Kay)	C	R	The service area plan was completed with most requirements being met. Complete responses are provided. Progress on most of the short- and long-term goals has been briefly documented, with obstacles to their completion included. Timeframes for all goals are expressed incorrectly. No response is provided to the question concerning "added" goals. The provided data is not addressed nor are the impacts on the service area discussed.

C = Completed R = See Recommendation (*) = Commendation
(L) = Submitted after the established deadline

(P) = Program/Service Area Participation in Goals Matrix Pilot
(**) Includes Culinary Arts/Culinary Management; Destination and
Events Management; Hotel Management

Year Two Lead Writers 2010-2011 (continued)	Program Review Committee Liaisons	Goals and Plan of Action Worksheet	Progress Report Questions	Comments/Recommendations from Program Review Committee
Stockroom (L) • Penny Hedgecoth/ Barry Coleman	Ian Kay (Yvonne Bergland)	C	R	The service area plan was completed with most requirements being met. Progress on short and long-term goals has been documented with no obstacles to their completion identified. Timeframes for all goals are expressed incorrectly. Data has not been used when responding. Impacts on the service area are not discussed.
Student Accounting (P) • Kathleen Wells/ Lynn Dang	Chris Sullivan (Brian Cushing)	C	C	As part of the pilot, the service area plan was completed with all requirements being met. Complete responses are provided. All short and long term goals were revisited and rewritten in the S.M.A.R.T. format by the lead writer. Progress on these goals has been well documented with obstacles to their completion described. Changes to the service area have been described with challenges identified; however, it is not evident that data was used to address these.
Student Health Services • Suzanne Khambata	Ailene Crakes (Ebony Tyree)	C	C	The service area plan was completed with most requirements being met. Complete responses are provided. Progress on all short and long term goals has been documented with obstacles to their completion included. The lead writer indicated that Point of Service surveys were completed; however, there were an insufficient number of responses to determine the validity and reliability of the results. Impacts on the service area are not discussed.

C = Completed R = See Recommendation (*) = Commendation
(L) = Submitted after the established deadline
(P) = Program/Service Area Participation in Goals Matrix Pilot

**SAN DIEGO MESA COLLEGE
OFFICE OF INSTRUCTIONAL SERVICES
PROGRAM REVIEW – YEAR THREE
YEAR-END REPORT, 2010-2011**

Year Three Lead Writers 2010-2011	Program Review Committee Liaisons	Goals and Plan of Action Worksheet	Midterm Report Questions	Comments/Recommendations from Program Review Committee
Business Admin./Management (L) • Akunna Winston	Monica Romero (Kathleen Wells)	C	C	The program plan was complete with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. The provided data is addressed with the impact of reduced FTEF related to one goal but not others.
Communications Studies • Terry Kohlenberg	Kathleen Wells (William Craft)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been documented with obstacles to their completion included. Timeframes for some short-term goals are given as “Fall, 2010”. The projected completion of some long-term goals is vague. New goals are given but the needs were not articulated. The provided data is addressed with program impacts discussed.
Counseling (*) • Ailene Crakes	Rob Fremland (Yvonne Bergland)	C	C	The service area plan was completed with all requirements being met. Very complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. The assigned liaisons found this program review to be very complete and well documented. They commended the lead writer for presenting detailed information for each area including general counseling, international students, MAAP, Mesa Academy and Puente. The lead writer analyzed and used the provided Point of Service data as well as their own data for each of these segments when discussing the impacts on the Counseling programs. It is recommended that this program review be used a model for other service areas.
Dental Assisting • Margaret Fickess	Rob Fremland (Yvonne Bergland)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. Neither the provided data nor program impacts are addressed when discussing the program’s strengths and challenges.

C = Completed R = See Recommendation (*) = Commendation
(L) = Submitted after the established deadline

Year Three Lead Writers 2010-2011 (Continued)	Program Review Committee Liaisons	Goals and Plan of Action Worksheet	Midterm Report Questions	Comments/Recommendations from Program Review Committee
Disability Support Programs & Services • Dawn Stoll	Yvonne Bergland (Danielle Short)	C	R	The service area plan was completed with most requirements being met. The assigned liaisons found the goal chart was completed well; however responses to some of the questions are lacking information. The new goal has not been designated as either short or long –term. It appears that the service area is asking for three positions (see “Needs” column) but the “Actions to be taken” column refers to the position. The response to question #4 is lacking information to support the needs for these positions. The response to question #5 is a repeat of #4 and how the data addresses impacts is not explained. The lead writer was sent an addendum to provide clarification.
Dramatic Arts • Kristan Clark	Anne Geller (Ebony Tyree)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. Some goal timeframes are designated as “ongoing”. The provided data is addressed with program impacts discussed.
Employment/Career Services (P) • Monica Romero	Chris Sullivan (Rocio Sandoval)	C	C	The service area joined the pilot. Its plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been documented with obstacles to their completion included. Although the lead writer stated that the Career Center collects and analyzes its own data, it was not addressed. Impacts on this service area are not discussed.
English • Jennifer Cost	Ian Kay (Brian Cushing)	C	C	The program plan was completed with most requirements being met. Progress on all short and long-term goals has been documented; however, projected completion dates are not given. Obstacles and changes to these goals have been identified. Provided data was addressed with impacts on the program discussed.
EOPS • Nellie Dougherty	Bruce Naschak (Yvonne Bergland)	C	C	The service area plan was completed with all requirements being met. Complete responses are provided. There are no short term goals with one long term reported as completed. The assigned liaisons communicated a suggestion concerning the new goal and provided an addendum to the lead writer. Very limited data is referenced.
Marketing • Mariette Rattner	Chris Sullivan (Danielle Short)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. Data is addressed with program impacts not directly discussed.

C = Completed R = See Recommendation (*) = Commendation (L) = Submitted after the established deadline (P) Program/Service Area Participating in Goals Matrix Pilot

Year Three Lead Writers 2010-2011 (Continued)	Program Review Committee Liaisons	Goals and Plan of Action Worksheet	Midterm Report Questions	Comments/Recommendations from Program Review Committee
Orientation/ Assessment • Jim Wales	Kristan Clark (Rocio Sandoval)	C	C	The service area plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. No data or analysis is presented.
Philosophy • Dwight Furrow	Anne Geller (Yvonne Bergland)	C	C	The program plan was completed with most requirements being met. Complete responses are provided. Progress on all short and long term goals has been documented with the appropriate timeframes provided in an addendum. This addendum also contained a description of the obstacles affecting the short and long-term goals. Using the provided enrollment and productivity data, the lead writer described changes in the program's strengths and challenges as well as how these changes impacted Philosophy.
Physical Sciences • Gerald Schad	Ailene Crakes (Monica Romero)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. The assigned liaisons suggested that productivity data be linked to course goals. Data was not used relative to staffing needs.
Sociology (L) • Tanya Kravatz	Laura Mathis (Ebony Tyree)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. Data is addressed and impacts discussed.
STAR TRIO • Marichu Magana	Kristan Clark (Brian Cushing)	C	C	The service area plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. Data is addressed with impacts on the service area discussed.
Teacher Educ. (L) • Laurie Lorence	Kristan Clark (Chris Sullivan)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. There is good use of data to support the needs of the program.
Transfer Center (P) • Monica Romero	Yvonne Bergland (Alison Steinberg)	C	C	The service area joined the pilot. Short and long term goals are identified as in progress, completed or having obstacles. The major obstacle appears to be the loss of the Transfer Center Director with other shortages due to budget reductions. The need for resources is reported as "O" with no information given for non-budgetary. The use of "ongoing" as a timeframe for long term goals should be revisited. The use of date when discussing service area impacts would strengthen its needs.

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**SAN DIEGO MESA COLLEGE
OFFICE OF INSTRUCTIONAL SERVICES
PROGRAM REVIEW – YEAR FOUR
YEAR-END REPORT, 2010-2011**

Year Four Lead Writers 2010-2011	Program Review Committee Liaisons	Goals and Plan of Action Worksheet	Progress Report Questions	Comments/Recommendations from Program Review Committee
Chemistry • Joe Toto	Ailene Crakes (Danielle Short)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on short and long term goals as well as new goals have been well documented with obstacles to their completion included. Data is addressed and impacts discussed.
Computer Business Technology • Karen Williams/ Leslie Cloud	Kathleen Wells (Yvonne Bergland)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. Enrollment data is referenced and impacts discussed.
Economics • Mark Abajian	Bruce Naschak (Chris Sullivan)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with any obstacles to their completion included. Data is addressed and impacts thoroughly discussed.
Engineering (L) • Morteza Mohssenzadeh	Rob Fremland (William Craft)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. Data is addressed and impacts discussed.
Fashion-Consulting, Design, Merchandising • Susan Lazear	Anne Geller (Yvonne Bergland)	R	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on most of the short- and long-term goals has been well documented with obstacles to their completion included. The liaisons have contacted the lead writer concerning the numbering of new short and long term goals. Several goals have been given the designation “ongoing” for the timeframe. Data is addressed and used to describe the program’s strengths and challenges.
Interior Design • Mimi Moore/ Holly Hodnick	Laura Mathis (Chris Sullivan)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. Data is addressed and impacts discussed.

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Year Four Lead Writers 2010-2011 (continued)	Program Review Committee Liaisons	Goals and Plan of Action Worksheet	Progress Report Questions	Comments/Recommendations from Program Review Committee
Learning Resources/ Instructional Support(L) • Devin Milner	Rob Fremland (Rocio Sandoval)	C	C	The service area plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. Data is addressed and impacts discussed.
Nutrition • Christine Dupraw	Brian Cushing (Ebony Tyree)	C	C	The program plan was completed with all requirements being met. Complete responses are provided. Progress on all short and long term goals has been well documented with obstacles to their completion included. Data was cited when discussing program impacts.

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**SAN DIEGO MESA COLLEGE
OFFICE OF INSTRUCTIONAL SERVICES
PROGRAM REVIEW – YEAR FIVE
YEAR-END REPORT, 2010-2011**

Year Five Lead Writers 2010-2011	Program Review Committee Liaisons	Final Report Response Sheet	Comments/Recommendations from Program Review Committee
Accelerated College Programs • Carl Luna	Chris Sullivan (Ebony Tyree)	C	The program plan was complete with all requirements being met. Complete responses are provided; however data is not used as evidence in a number of the responses. Progress on all short and long term goals has been well documented with obstacles to their completion included. The liaisons noted a recurring theme of budget and its impact on the program. Program needs and challenges are identified with budget cited as reason for both.
Accounting • Tracy Tuttle	Kathleen Wells (Rocio Sandoval)	C	The program plan was completed with all requirements being met. Complete responses are provided; however data is not used as evidence in the responses. Progress on all short and long term goals has been well documented with obstacles to their completion included.
Animal Health Technology • Peggy Fischer	Bruce Naschak (Ebony Tyree)	C	The program plan was completed with all requirements being met. Complete responses are provided; however data is not used as evidence in the responses. Progress on all short and long term goals has been well documented with obstacles to their completion included. Program needs and challenges are identified with no data used. Steps to correct the changes are implied.
Anthropology • Madeleine Hinkes	Ian Kay (Yvonne Bergland)	C	The program plan was completed with all requirements being met. Complete responses are provided with data being referenced for most of the questions. Progress on short and long-term goals has been well documented with obstacles to their completion included. Program needs and challenges are identified with no references to data.
Architecture • Pam Chapman	Yvonne Bergland (Caterina Palestini)	C	The program plan was completed with all requirements being met. Complete responses are provided; however, data is not used as evidence in the responses. Progress on all short and long term goals has been well documented with obstacles to their completion.
Art-Fine Art (All) • Georgia Laris/ Wendell Kling	Laura Mathis (Chris Sullivan)	R	Program review plan submitted 04/13/11; forwarded to assigned liaisons; report pending.

C = Completed R = See Recommendation (*) = Commendation
(L) = Submitted after the established deadline

Year Five Lead Writers 2010-2011 (continued)	Program Review Committee Liaisons	Final Report Response Sheet	Comments/Recommendations from Program Review Committee
Biology (L) •Paul Sykes	Monica Romero (Yvonne Bergland)	C	The program plan was completed with all requirements being met. Complete responses are provided; however data is not directly used as evidence in the responses. Progress on all short and long term goals has been well documented with obstacles to their completion included. The budget is cited as the major obstacle to goal progress.
Black Studies (L) •Thekima Mayasa	Kristan Clark (Rocio Sandoval)	R	Program review plan submitted 04/20/11; forwarded to assigned liaisons; report pending.
Building Construction-Carpentry/Inspect. (L) • Larry Horsman	Laura Mathis (Chris Sullivan)	R	Program review plan submitted 04/08/11; forwarded to assigned liaisons; report pending.
Chicano Studies (*) •Cesar Lopez	Monica Romero (Yvonne Bergland)	C	The program plan was completed with all requirements being met. Complete responses are provided. The lead writer has used data appropriately throughout his responses and also described what and how specific items should be addressed in the upcoming Year One. Progress on all short and long term goals has been well documented with obstacles to their completion included. It is recommended that this program review be used as a model.
Computer Information Sciences •Walter Wesley	Bruce Naschak (William Craft)	C	The program plan was completed with all requirements being met. Complete responses are provided with data being used appropriately to support most responses. Progress on all short- and long-term goals has been well documented with obstacles to their completion included

C = Completed R = See Recommendation (*) = Commendation
(L) = Submitted after the established deadline

Year Five Lead Writers 2010-2011 (continued)	Program Review Committee Liaisons	Final Report Response Sheet	Comments/Recommendations from Program Review Committee
Radiologic Technology •Lori Covington	Ian Kay (Yvonne Bergland)	R	The program plan was completed with most requirements being met. Complete responses are provided; however data is not used as evidence in the responses. Progress on all short and long term goals has been documented with obstacles to their completion included. There is no response to question #6 except for "see above" and challenges are not explained through the use of data nor are there any steps cited for their correction.
Student Affairs •Ashanti Hands	Rob Fremland (Danielle Short)	C	The service area plan was completed with all requirements being met. Complete responses are provided with appropriate data elements used to support the responses. Progress on all short and long term goals has been well documented with obstacles to their completion included.
Tutoring Center •Joe Toto/ Jill Moreno-Ikari Carol Sampaga	Ailene Crakes (Alison Steinberg)	C	The program plan was completed with all requirements being met. Complete responses are provided with appropriate data elements used to support most of the responses. Progress on all short and long term goals has been well documented with obstacles to their completion included.