Rubric Evaluation
A. Program Information
Program Mission Statement

Definitions

The program mission statement is a concise statement of the general values and principles which guide the curriculum. It sets a tone and a philosophical position from which follow a program's goals and objectives. The program mission statement should define the broad purposes the program is aiming to achieve, describe the community the program is designed to serve, and state the values and guiding principles which define its standards.

The mission statement is a public declaration that community colleges use to describe their founding purpose and major organizational commitments (i.e., what they do and why they do it). It may describe a school's day-to-day operational objectives, its instructional values, or its public commitments to its students and community.

Distinctive definition: https://www.edglossary.org/mission-and-vision/; https://assessment.uconn.edu/wp-content/uploads/sites/1804/2016/06/HowToWriteMission.pdf; also based on material from the UCF Academic Program Assessment Handbook and material from the University of San Diego

What criteria was met? (select all that apply)

- ☑ clearly states the purpose of the program
- ☑ indicates the primary function
- ☑ indicates the activities of the program
- ☑ describes the programs' aspirational goals for the future and what the program hopes to achieve
- ☑ reflects the program's priorities and values
- ☑ indicates who the students and/or stakeholders are
- ☑ is aligned to the college mission statement
- ☑ is clear and concise

Overall, this section:

- ☑ Exceeds expectations for all 8 criteria - Excellent
- ☐ Addresses all 8 criteria - Meets the Standard
- ☐ Addresses 4 to 7 of the criteria - Needs Some Improvement to Meet the Standard
- ☐ Addresses fewer than 4 of the criteria - Needs Major Improvement to Meet the Standard

Reader Feedback

> consider including equity in the "diversity" statement and law and ethics in the mission

B. FTES - Enrollment Trends

1. What does the FTES data trend indicate?

- ☐ FTES has improved over the time span - Excellent
- ☐ FTES has not changed or has decreased over the time span no more than 1% to 10% - Meets the Standard
- ☑ FTES has decreased over the time span by 11% to 30%- Needs Some Improvement to Meet the Standard
- ☐ FTES has decreased over the time span by greater than 30% - Needs Major Improvement to Meet the Standard

FTES Narrative Explanation - *Discuss the factors that would help the college understand these trends and whether there are tangible reasons for no change/flat, an increase or decrease in the trend.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum

- The curriculum and course materials are current
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends

What criteria is met? (Select all that apply)

☑ An understanding of the trend

☑ Reason for the trend(s) are provided

☑ Reasons include items within department control

☐ Explained in the context of the size of the program (i.e., number of students, number of sections)

Overall, in this section:

☐ The narrative exceeds expectations - the narrative could be used as an exemplar - Excellent

☐ The narrative includes all 4 of the criteria - Meets the Standard

☑ The narrative includes 3 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 3 of the criteria - Needs Major Improvement to Meet the Standard

FTES Action Narrative (if applicable) - *Describe the proposed actions for stabilizing/increasing the FTES.*

What criteria is met? (Select all that apply)

☑ Actions are informed by data

☑ Actions are within department control

☑ Actions are demonstrable (what are the deliverables)

☑ Outcomes are measurable

☑ Possible to accomplish including short term, as well as long term (e.g., aspirational and practical)

☐ The narrative is not included

Overall, in this section:

☐ The narrative exceeds expectations - the narrative could be used as an exemplar - Excellent

☑ The narrative includes all 5 of the criteria - Meets the Standard

☐ The narrative includes 4 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 4 of the criteria - Needs Major Improvement to Meet the Standard

☐ The narrative is not included

Reader Feedback

Provides reasonable explanation and the results were under the control of the department. Proposed actions suggest stabilizing the FTES.

C. Sections - Enrollment Trends

Section Narrative Explanation (If Applicable) - *Explain why the number of sections is flat, increased or decreased.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Scheduling
- Instructional modality of the program course(s) delivery
- Increase in FTEF
- Changes in accreditation requirements or labor market trends
- Degree/certificates requirements
- Changes in state policy

What criteria is met? (Select all that apply)

- [x] An understanding of the trend
- [x] Reason for the trend(s) are provided
- [x] Reasons include items within department control
- [x] Explained in the context of the size of the program (i.e., number of students, seat counts)

Overall, in this section:

- [ ] The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent
- [x] The narrative includes all 4 of the criteria - Meets the Standard
- [ ] The narrative includes 3 of the criteria - Needs Some Improvement to Meet the Standard
- [ ] The narrative includes fewer than 3 of the criteria - Needs Major Improvement to Meet the Standard

Section Narrative Explanation (If Applicable) - *Explain why the number of sections increased while FTES decreased.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Scheduling
- Instructional modality of the program course(s) delivery
- Increase in FTEF
- Changes in accreditation requirements or labor market trends
- Degree/certificates requirements
- Changes in state policy

What criteria is met? (Select all that apply)

- [ ] An understanding of the trend
- [ ] Reasons for the trend(s) are provided
- [ ] Reasons include items within department control
- [x] The narrative is not included

Overall, in this section:

- [ ] The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent
- [ ] The narrative includes all 3 of the criteria - Meets the Standard
- [ ] The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard
- [ ] The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard
- [x] The narrative is not included

Reader Feedback

> Program provides clear explanation of plans to increase sections

D. Productivity - Enrollment Trends

1. What does the data indicate about the productivity trend?

- [ ] The program productivity trend has increased or has reached its maximum - Excellent
- [ ] The program productivity is flat - Meets the Standard
- [ ] The program productivity has not decrease by more than 5% - Needs Some Improvement to Meet the Standard
- [x] The program productivity has decreased by more than 5% - Needs Major Improvement to Meet the Standard

Productivity Narrative Explanation (If Applicable) - *Explain why the productivity is flat, increased or decreased.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Scheduling
    - Courses in the program are scheduled for efficiency
    - Sequenced to allow for program completion
    - Is student driven (e.g., when most students want to take class)
- Instructional modality of the program course(s) delivery
- Enrollment data from day one to census

What criteria is met? (Select all that apply)

☑ An understanding of the trend

☑ Reasons for the trend(s) are provided

☐ Reasons include items within department control

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☐ The narrative includes all 3 of the criteria - Meets the Standard

☑ The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

Productivity Action Narrative (If Applicable) - *Describe the proposed actions for stabilizing/increasing the productivity number.*

What criteria is met? (Select all that apply)

☑ Actions are informed by data

☑ Actions are within department control

☐ Actions are demonstrable

☑ Outcomes are measurable

☐ Possible to accomplish including short term, as well as long term (e.g., aspirational and practical

☐ The narrative is not included

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☐ The narrative includes all 5 of the criteria - Meets the Standard

☐ The narrative includes 4 of the criteria - Needs Some Improvement to Meet the Standard

☑ The narrative includes fewer than 4 of the criteria - Needs Major Improvement to Meet the Standard

☐ The narrative is not included

Reader Feedback

Is the expansion of the Vet Assisting program related to Elmwood? How does increasing enrollment increase productivity if there are faculty-to-student ratio requirements? We think the criteria are met, but additional clarification is needed.

The reviewers used the PR rubric for the feedback for each section. Each section was reviewed separately. At times, the information was present in certain sections which could have been carried forward and with perhaps more detailed information in other sections - this resulted in unchecked boxes in certain sections.

E. Enrollment by Student Demographics

a. Enrollment by Gender

Enrollment by Gender Narrative Explanation - *Explain why the enrollment rates is flat, increased or decrease for male, female, or non-binary.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling

- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends
- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

☑ An understanding of the gender ratios of the program and the trend

☑ An explanation of the significance of any disparities from College-wide data and/or program trends

☑ Reasons include items within department control

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☑ The narrative includes all 3 of the criteria - Meets the Standard

☐ The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

2. Does your program differ in the percentage of males to females, in this most recent year, compared to the College? (College 2021-22 = 50% Female, 48% Male, 2% Unknown)

☐ The difference between the genders/sex is less than or equal 10% - Excellent

☐ The difference between the gender/sex is between 11% to 20% - Meets the Standard

☐ The difference between the gender/sex is between 21% to 30% - Needs Some Improvement to Meet the Standard

☑ The difference between the gender/sex is greater than 30% - Needs Major Improvement to Meet the Standard

Enrollment by Gender Action Narrative (If Applicable) - *What is the source of gender disparity and what proposed/planned actions is the program taking to achieve parity?*

What criteria is met? (Select all that apply)

☑ Actions are informed by data

☑ Actions are within department control

☐ Actions are demonstrable

☑ Outcomes are measurable

☐ Possible to accomplish including short term, as well as long term (e.g., aspirational and practical)

☐ The narrative is not included

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☐ The narrative includes all 5 of the criteria - Meets the Standard

☐ The narrative includes 4 of the criteria - Needs Some Improvement to Meet the Standard

☑ The narrative includes fewer than 4 of the criteria - Needs Major Improvement to Meet the Standard

☐ The narrative is not included

Data Table for Enrollment by Gender of Declared Majors

https://foothill.edu/programreview/prg-rev-docs/22-23-enroll-by-gender-and-declared-major.pdf

3. What does the data trend indicate about enrollment (headcount) by gender of declared majors in the program?

☐ The Gender gap by declared major is between 0% and 10% - Excellent

☑ The Gender gap by declared major is between 11% and 20% - Meets the Standard

☐ The Gender gap by declared major is between 21% and 30% - Needs Some Improvement to Meet the Standard

☐ The Gender gap by declared major is greater than 30% - Needs Major Improvement to Meet the Standard

Reader Feedback

Perhaps provide future outreach details for short-term and long-term plans. Would be interested in knowing specific enrollment demographics for Elmwood.

The reviewers used the PR rubric for the feedback for each section. Each section was reviewed separately. At times, the information was present in certain sections which could have been carried forward and with perhaps more detailed information in other sections - this resulted in unchecked boxes in certain sections

b. Enrollment by Ethnicity

Does your program differ in enrollment distribution among ethnic groups, in this most recent year, compared to the College enrollment by ethnic group?

(College 2021-22 = 5% African American, 26% Asian, 4% Filipinx, 30% Latinx, 1% Native American, 1% Pacific Islander, 28% White, 5% Unknown)

☐ The enrollment mirrors the college's ethnic distribution or the program has explained why the distribution is appropriate - Meets the Standard

☑ The enrollment does not mirror the college's ethnic distribution - Needs Some Improvement to Meet the Standard

Enrollment by Ethnicity Narrative Explanation (If Applicable) - *Explain changes identified over the past five years for each ethnic group (address each ethnic group by bullet point).*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends
- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

☑ An understanding of the trend

☑ Reason for the trend(s) are provided

☑ Reasons include items within department control

☐ The narrative is not included

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☑ The narrative includes all 3 of the criteria - Meets the Standard

☐ The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

☐ The narrative is not included

Enrollment by Ethnicity Action Narrative (If Applicable) - *Describe the proposed actions for addressing disparities in enrollment by ethnic group within the program.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends

- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

- [x] Actions are informed by data
- [x] Actions are within department control
- [ ] Actions are demonstrable
- [x] Outcomes are measurable
- [ ] Possible to accomplish including short term, as well as long term (e.g., aspirational and practical)
- [ ] The narrative is not included

Overall, in this section:

- [ ] The narrative exceeds expectations - the narrative could be used as an exemplar - Excellent
- [ ] The narrative includes all 5 of the criteria - Meets the Standard
- [ ] The narrative includes 4 of the criteria - Needs Some Improvement to Meet the Standard
- [x] The narrative includes fewer than 4 of the criteria - Needs Major Improvement to Meet the Standard
- [ ] The narrative is not included

Reader Feedback

Perhaps provide future outreach details for short-term and long-term plans. What are the next steps for expansion? Do you plan to advocate for more staffing? How will an increase in FT faculty contribute to program outreach/expansion?

The reviewers used the PR rubric for the feedback for each section. Each section was reviewed separately. At times, the information was present in certain sections which could have been carried forward and with perhaps more detailed information in other sections - this resulted in unchecked boxes in certain sections

F. Student Course Success

a. Student Course Success

1. What does the data trend indicate about overall course success?

- [ ] Course success has improved over the time span - Excellent
- [x] Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard
- [ ] Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard
- [ ] Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

Student Course Success Narrative Explanation - *If the data trend shows an increase, decrease, or no change in students' course success percentage, explain what programmatic factors led to such a trend.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends
- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

- [x] An understanding of the trend
- [x] Reason for the trend(s) are provided

☑ Reasons include items within department control

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☑ The narrative includes all 3 of the criteria - Meets the Standard

☐ The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

Student Course Success Action Narrative (If Applicable) - *Describe the proposed actions for stabilizing/increasing the student's course success percentages.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

☑ Actions are informed by data

☑ Actions are within department control

☑ Actions are demonstrable

☑ Outcomes are measurable

☑ Possible to accomplish including short term, as well as long term (e.g., aspirational and practical)

☐ The narrative is not included

Overall, in this section:

☐ The narrative exceeds expectations - the narrative could be used as an exemplar - Excellent

☑ The narrative includes all 5 of the criteria - Meets the Standard

☐ The narrative includes 4 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 4 of the criteria - Needs Major Improvement to Meet the Standard

☐ The narrative is not included

Reader Feedback

> Program has great course success rates! What is "a more student-centered approach"? Is there anything in addition to the items mentioned for supporting students? What about students that are not struggling, what support is offered?

b. Student Course Success by Student Groups

3. Is there a course success gap between African-American, Latinx, Filipinx student groups and Asian, Native American, Pacific Islander, White, Decline to State student groups?

☑ There is no gap between the two groups - Excellent

☐ The gap between the two groups has decreased over the time span - Meets the Standard

☐ The gap between the two groups has not changed over the time span - Needs Some Improvement to Meet the Standard

☐ The gap between the two groups has increased over the time span - Needs Major Improvement to Meet the Standard

Course Success by Student Groups Narrative Explanation - *Explain why the course success gap is flat, increased or decreased.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends
- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

☑ An understanding of the trend

☑ Reason for the trend(s) are provided

☑ Reasons include items within department control

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☑ The narrative includes all 3 of the criteria - Meets the Standard

☐ The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

Course Success by Student Groups Action Narrative (If Applicable) - *What actions are program faculty and staff engaged in to decrease the course success gap between African-American, Latinx, and Filipinx student groups and Asian, Native American, Pacific Islander, White, and Decline to State student groups?*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends
- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

☐ Actions are informed by data

☐ Actions are within department control

☐ Actions are demonstrable

☐ Outcomes are measurable

☐ Possible to accomplish including short term, as well as long term (e.g., aspirational and practical)

☑ The narrative is not included

Overall, in this section:

☐ The narrative exceeds expectations - the narrative could be used as an exemplar - Excellent

☐ The narrative includes all 5 of the criteria - Meets the Standard

☐ The narrative includes 4 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 4 of the criteria - Needs Major Improvement to Meet the Standard

☑ The narrative is not included

Reader Feedback

The program has great course success rates! Can you provide more detail on what "increased support for all students" mean? What type of support is this in addition to the check-ins?

No action is needed is decrease the course success gap between student groups.

G. Student Course Success by Demographics

a. Student Course Success by Gender

1. What does the data indicate about course success?

Female

- ☐ Course success has improved over the time span - Excellent
- ☑ Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard
- ☐ Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard
- ☐ Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

Male

- ☑ Course success has improved over the time span - Excellent
- ☐ Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard
- ☐ Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard
- ☐ Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

Non-binary

- ☐ Course success has improved over the time span - Excellent
- ☐ Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard
- ☐ Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard
- ☑ Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

Course Success by Gender Narrative Explanation - *If the data trend shows an increase, decrease, or no change/flat in the male, female, or non-binary student course success percentages, explain why the percentage is flat, increased or decreased.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends
- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

- ☑ An understanding of the trend
- ☑ Reason for the trend(s) are provided
- ☐ Reasons include items within department control

Overall, in this section:

- ☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent
- ☐ The narrative includes all 3 of the criteria - Meets the Standard
- ☑ The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard
- ☐ The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

Course Success by Gender Action Narrative (If Applicable) - *Describe proposed actions to stabilize/increase the course success rates for either male, female, or non-binary.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends
- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

- [x] Actions are informed by data
- [x] Actions are within department control
- [ ] Actions are demonstrable
- [ ] Outcomes are measurable
- [ ] Possible to accomplish including short term, as well as long term (e.g., aspirational and practical)
- [ ] The narrative is not included

Overall, in this section:

- [ ] The narrative exceeds expectations - the narrative could be used as an exemplar - Excellent
- [ ] The narrative includes all 5 of the criteria - Meets the Standard
- [ ] The narrative includes 4 of the criteria - Needs Some Improvement to Meet the Standard
- [x] The narrative includes fewer than 4 of the criteria - Needs Major Improvement to Meet the Standard
- [ ] The narrative is not included

Reader Feedback

> Please provide details/descriptions of the type of support the program will offer. This will help clarify if the action narrative is demonstrable, measurable, etc. The statement "The program feels that this decrease is a better indication of the overall success of male students as the withdrawal rate has increased possibly due to Elmwood" suggests that this can not be confirmed, but wouldn't the program be able to calculate this because you have Elmwood program data?
>
> The reviewers used the PR rubric for the feedback for each section. Each section was reviewed separately. At times, the information was present in certain sections which could have been carried forward and with perhaps more detailed information in other sections - this resulted in unchecked boxes in certain sections

b. Student Course Success by Ethnicity

1. What does the data trend indicate about program student course success by ethnicity?

African Americans

- [x] Course success has improved over the time span - Excellent
- [ ] Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard
- [ ] Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard
- [ ] Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

Asian

- [ ] Course success has improved over the time span - Excellent
- [ ] Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard

- [ ] Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard
- [x] Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

Filipinx

- [x] Course success has improved over the time span - Excellent
- [ ] Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard
- [ ] Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard
- [ ] Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

Latinx

- [x] Course success has improved over the time span - Excellent
- [ ] Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard
- [ ] Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard
- [ ] Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

Native American

- [x] Course success has improved over the time span - Excellent
- [ ] Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard
- [ ] Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard
- [ ] Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

Pacific Islander

- [x] Course success has improved over the time span - Excellent
- [ ] Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard
- [ ] Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard
- [ ] Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

White student

- [ ] Course success has improved over the time span - Excellent
- [ ] Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard
- [ ] Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard
- [x] Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

Decline to State

- [x] Course success has improved over the time span - Excellent
- [ ] Course success has been flat or decreased over the time span by no more than 2 percentage point - Meets the Standard
- [ ] Course success has decreased over the time span by no more than 4 percentage points - Needs Some Improvement to Meet the Standard

☐ Course success has decreased over the time span by more than 4 percentage points - Needs Major Improvement to Meet the Standard

Student Course Success by Ethnicity Narrative Explanation (If Applicable) - *If the data trend shows a decrease in any of the student ethnic groups' course success rates, explain why the percentage decreased for each (address each ethnic group by bullet point).*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends
- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

☑ An understanding of the trend

☐ Reason for the trend(s) are provided

☑ Reasons include items within department control

☐ The narrative is not included

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☐ The narrative includes all 3 of the criteria - Meets the Standard

☑ The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

☐ The narrative is not included

Student Course Success by Ethnicity Narrative Explanation (If Applicable) - *Describe the reasons for the gap in course success.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends
- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

☐ An understanding of the trend

☐ Reason for the trend(s) are provided

☐ Reasons include items within department control

☑ The narrative is not included

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☐ The narrative includes all 3 of the criteria - Meets the Standard

☐ The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

☑ The narrative is not included

Student Course Success by Ethnicity Action Narrative (If Applicable) - *Describe the proposed actions for stabilizing/improving the course success by ethnicity.*

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends
- Outreach initiatives
- Hiring practices

What criteria is met? (Select all that apply)

☐ Actions are informed by data

☐ Actions are within department control

☐ Actions are demonstrable

☐ Outcomes are measurable

☐ Possible to accomplish including short term, as well as long term (e.g., aspirational and practical)

☑ The narrative is not included

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☐ The narrative includes all 5 of the criteria - Meets the Standard

☐ The narrative includes 4 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 4 of the criteria - Needs Major Improvement to Meet the Standard

☑ The narrative is not included

Reader Feedback

Please clarify the program activities in the statement "much of the work instituted in the past few years". The statement "This is suspected to be due to Elmwood's high withdrawal rate" suggests that this can not be confirmed, but wouldn't the program be able to calculate this because you know Elmwood program data? Would also recommend the program connect with the assigned data coach to review course success trends.

The reviewers used the PR rubric for the feedback for each section. Each section was reviewed separately. At times, the information was present in certain sections which could have been carried forward and with perhaps more detailed information in other sections - this resulted in unchecked boxes in certain sections

There is no gap in course success and no action is needed.

This form is completed and ready for acceptance.

Career and Technical Education Programs Rubric

A. Re-Accreditation Information

2. Did the program maintain accreditation?

How many criteria are met?

- ☐ The program was reaccredited, received commendations, and no citations/recommendations - Excellent
- ☑ The program was reaccredited and received both commendations and citations/recommendations - Meets the Standard
- ☐ The program was reaccredited and has several citations (recommendations for improvement) - Needs Some Improvement to Meet the Standard
- ☐ The program was put on probation - Needs Major Improvement to Meet the Standard

4. What were the major citations of the last re-accreditation report (e.g. areas of improvement, strategic direction, facilities, personnel, etc.)?

Did the program make the required improvements?

- ☑ The program was able to take actions to improve and received the needed support to take the actions - Meets the Standard
- ☐ The program was not able to take actions to improve because it did not get the support needed from the college - Needs Some Improvement to Meet the Standard
- ☐ The program had the needed support to take actions but did not act or is limited in direction from the accreditor to take actions - Needs Major Improvement to Meet the Standard

Reader Feedback

> The program should ensure that all recommendations cited are addressed (e.g., was the equipment received and implemented?) Maybe provided an estimated timeline of completion.

B. Advisory Board

1. Did the program hold an annual advisory board meeting each year of the five-year cycle?
2. Did the program submit the advisory board meeting minutes each year of the five-year cycle?
3. Did the program include the web address/link to the online minutes?

How many criteria are met?

- ☑ Yes the program held an annual meeting of the advisory board and submitted the minutes - Meets the Standard
- ☐ No, the program did not hold an annual meeting of the advisory board and/or did not submit the minutes - Needs Improvement to Meet the Standard

4. Were there any advisory board commendations/special mentions identified?

How many criteria are met?

- ☑ The program received commendations - Meets the Standard
- ☐ Not Applicable

5. Are there any identified actions for improvement or recommendations based on feedback from the program's advisory board?

6. What actions has the program taken to address recommendations made by the Advisory Board? What barriers has the program faced in implementing improvements?

How many criteria are met?

- ☑ The program was able to take actions or investigate the recommendations and received the needed support to proceed - Meets the Standard

- [ ] The program was not able to take actions or investigate because it did not get the support needed - Needs Some Improvement to Meet the Standard
- [ ] The program had the needed support to take actions but did not act or is limited in direction from the advisory board to take actions - Needs Major Improvement to Meet the Standard

Reader Feedback

> Program provided clear explanation of actions taken to address recommendations.

C. Regional Labor Demand

1. In the data table above, what does the regional labor demand data trend indicate?

How many criteria are met?

- [ ] Labor demand has an upward trend - Excellent
- [ ] Labor demand is projected to be flat - Meets the Standard
- [x] Labor demand is projected to decrease - Needs Some Improvement to Meet the Standard

2. Describe the regional demand for labor in this sector. If the projected data trend shows no change/flat, an increase, or decrease in labor demand, explain why.

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Shows an awareness of changes in the industry/occupation
- Shows an awareness of legislative policy changes
- New growth in the sector
- Changes in demographics such as birth rates, new residents

What criteria is met? (Select all that apply)

- [x] An understanding of the trend
- [x] Reason for the trend(s) are provided
- [x] An understanding of the occupation(s)

Overall, in this section:

- [ ] The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent
- [x] The narrative includes all 3 of the criteria - Meets the Standard
- [ ] The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard
- [ ] The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

Reader Feedback

> The explanation provided is satisfactory.

D. Regional Labor Supply

1. In the data table above, what does the regional labor supply data trend indicate?

How many criteria are met?

- [x] Labor supply has a downward trend - Excellent
- [ ] Labor supply is projected to be flat - Meets the Standard
- [ ] Labor supply is projected to increase - Needs Improvement to Meet the Standard

2. Describe the regional supply for labor in this sector over the last five years. If the data trend shows no change/flat, an increase, or decrease in labor supply, explain why.

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Shows an awareness of the educational system in the region
- Shows an awareness of legislative policy changes
- Changes in occupation wages
- Changes in demographics such as new residents

What criteria is met? (Select all that apply)

☑ An understanding of the trend

☑ Reason for the trend(s) are provided

☑ An understanding of the regional output/supply

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☑ The narrative includes all 3 of the criteria - Meets the Standard

☐ The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

Reader Feedback

> The explanation provided is satisfactory.

E. Regional Wages

1. In the data table above, what does the wage data trend indicate?

How many criteria are met?

☑ The occupational wage trend increased - Excellent

☐ The occupational wage stayed flat - Meets the Standard

☐ The occupational wage trend decreased - Needs Improvement to Meet the Standard

2. Describe the regional trend for wages in this sector over the last five years. If the data trend shows no change/flat, an increase, or decrease in wages, explain why.

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Shows an awareness of legislative policy changes
- Demand/supply for the workers in the occupation
- Changes in the scope of practice and occupational responsibilities
- Changes in technology

What criteria is met? (Select all that apply)

☑ An understanding of the trend

☑ Reason for the trend(s) are provided

☑ An understanding of the occupational trends

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☑ The narrative includes all 3 of the criteria - Meets the Standard

☐ The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

Reader Feedback

The explanation provided is satisfactory.

F. Program 13.5 Course Completion

1. In the data table above, what does the data trend indicate about the number of students completing the 13.5 CTE units each year in the last five years within your program?

How many criteria are met?

☑ The number of students completing 13.5 units increased over the 5 year period - Excellent

☐ The number of students completing 13.5 units stayed flat over the 5 year period - Meets the Standard

☐ The number of students completing 13.5 units decreased over the 5 year period - Needs Improvement to Meet the Standard

2. If the data trend shows no change/flat, an increase, or decrease in the number of students completing the 13.5 CTE units, explain why.

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally relevant pedagogy and/or curriculum
- Scheduling
- Instructional modality of the program course(s) delivery
- CTE labor market data
- Industry trends
- Outreach Initiatives
- Hiring Practices

What criteria is met? (Select all that apply)

☑ An understanding of the trend

☑ Reason for the trend(s) are provided

☑ Reasons include items within department control

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☑ The narrative includes all 3 of the criteria - Meets the Standard

☐ The narrative includes 2 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 2 of the criteria - Needs Major Improvement to Meet the Standard

☐ The narrative is not included

Reader Feedback

The explanation provided is satisfactory.

G. Program Graduate Employment Rates

1. In the data table above, what does the graduate employment rate indicate for certificate/degree completers (e.g., Within one year after Community College Completion)?

How many criteria are met?

☐ Employment rate is 100% to 90% - Excellent

☐ Employment rate is 89% to 80% - Meets the Standard

☑ Employment rate is 79% to 70% - Needs Some Improvement to Meet the Standard

☐ Employment rate is less than 69% - Needs Major Improvement to Meet the Standard

2. Describe the graduate employment rate trend for both certificates and degrees. If the projected data trend shows no change/flat, an increase, or decrease, explain why.

Definitions, Examples and Explanations

Narrative reasons could reflect:

- Culturally and occupationally relevant pedagogy and/or curriculum
- The curriculum and course materials are current
- Instructional modality of the program course(s) delivery
- Good relationships with industry partners
- Understanding of hiring rates within the occupation
- Knowledge of job postings and hiring rate
- Understanding of student support services
- Understanding of the soft skills needed within the occupation

What criteria is met? (Select all that apply)

☑ An understanding of the trend

☑ Reason for the trend(s) are provided

☑ Reasons include items within department control

☐ An understanding of the industry and student support services for employment

Overall, in this section:

☐ The narrative exceeds expectations – the narrative could be used as an exemplar - Excellent

☑ The narrative includes all 4 of the criteria - Meets the Standard

☐ The narrative includes 3 of the criteria - Needs Some Improvement to Meet the Standard

☐ The narrative includes fewer than 3 of the criteria - Needs Major Improvement to Meet the Standard

☐ The narrative is not included

Reader Feedback

The explanation provided is satisfactory.

This form is completed and ready for acceptance.