**Program Review is a tool used by program personnel to critically evaluate the services offered by the program and to recommend necessary improvements that address the needs of the College and the community.**

**Program Overview**

1. Briefly describe the program and how it advances El Camino College’s mission, and Comprehensive Integrated Plan themes.
2. Highlight the most notable achievements of the program during the last four years?
3. How does the program interact with other on-campus programs or off-campus entities?

**Data Insights**

1. How many students, faculty and/or staff does the program serve annually.
2. Describe the students, faculty and/or staff the program serves (include demographics).
3. Describe the number and type of personnel assigned to the program/office. Include a current Organizational Chart.

**Assessment**

**Where applicable, include qualitative and quantitative data and cite sources of the data. Areas to consider for program assessment may include:** [**Student Services Dashboard**](https://app.powerbi.com/groups/me/reports/1ff52b48-d5d2-4e04-a83c-9109e49c1b93/ReportSection85fac66d02909ad51611?experience=power-bi)**, course success & completion, retention, degrees, and customer service survey findings.**

1. Review the goals and recommendations from the last Program Review. Describe the progress of these goals and recommendations.
2. Describe how you address equity gaps within your program. Focus on examining student data by race/ethnicity.

**Based on the program’s work since the last program review, compare the program’s SAOs and respond to the following questions;**

1. List your current Service Area Outcomes (SAOs).
2. What evidence supports that the SAOs were partially or fully achieved?
3. If SAOs were not achieved, what modifications might you make to your SAOs.

**Future Planning**

1. List program goals to be completed by the next program review cycle (goals are broad, general statements about what the program intends to accomplish).
2. Develop/adjust the program’s Service Area Outcomes (SAOs) for the next four years (outcomes are detailed and measurable statements).
3. What key initiatives or projects will the program need to complete to achieve the program goals and SAOs?
4. When the next program review is due, how will the program determine if the goals and SAOs have been met?

**Resource Allocation**

1. What are the resources needed by the program to meet the goals and SAOs for the next four years?
* List resources in order of priority.
* Explain how these resources contribute to achieving the program’s goals and SAOs.
* Explain how these resources contribute to ECC’s Comprehensive Integrated Plan
* Consider the following types of resources;
1. Staffing
2. Facilities and Equipment
3. Technology/Software
4. Contracts/Services
5. Other
6. What are the current funding sources for program operations by budget type;
	1. General fund
	2. Categorical funding
	3. Auxiliary
	4. Other