**El Camino College**

STUDENT SERVICES

**Program Review Template**

# Program Overview

# Describe the program. How does the program link to the College’s mission statement, or statement of values, and local vision goals? Include program mission if appropriate.

# What students does the program serve (include demographics such as: age, gender, race/ethnicity, financial aid eligibility, class load)

# What groups of students has the program served particularly well during the last four years?

# What are notable achievements of the program during the last four years?

# What major challenges did the program confront in the last four years? What groups of students need to be a priority during the next four years?

# How does the program interact with other on-campus programs or with off-campus entities?

# Include an Organizational Chart.

# Program Assessment

1. **Program Improvement Assessment**
2. Review the last program review and explain in what way the program has improved its services to students in the last four years. Where applicable, include qualitative and quantitative data and cite sources of the data. Areas to consider for writing about program improvement may include: Student Services Metrics Tool, data that aligns with ECC Institutional Goals, customer service survey findings, and business practices and processes.
3. Using the data sources selected above, review and list equity gaps within the program’s data. Focus on examining student data by race/ethnicity in order to dismantle racism on campus.

**2. Service Area Outcomes Assessment**

Based on the program’s work during the past four years, review the program’s SAOs and respond the following questions:

1. To what extent were they achieved? (fully, partially, not achieved)
2. What evidence supports that SAOs were partially or fully achieved?
3. To what extent SAOs were designed to focus on students in the program with the greatest needs?
4. To what extent SAOs were designed to respond to students with diverse learning needs, and to prepare them to actively engage in a diverse society?

## Program Vision and Future Planning

1. **Program Vision**
2. Describe the vision of the program for the next four years considering the assessment reported in the previous section. A vision statement describes the desired future state of the program.
3. **Future Planning**

Based on the assessment reported in the previous section and considering the Guided Pathways framework:

* Advance towards a more equitable program to close equity gaps among groups of students
* Clarify students’ paths to completion, further education and employment
* Help students explore options and build foundation skills
* Help students stay on the path

1. Develop program goals to be completed during the next four years.
2. Develop/adjust the program’s Service Area Outcomes (SAOs).
3. What projects will the program complete to achieve the desired goals and SAOs? Please specify at least two for each goal and SAO.
4. When the next program review is due, how will the program determine if the goals and SAOs have been met? Please specify at least one quantitative target or qualitative accomplishment for each goal and SAO.
5. **Program Resources**

In the following areas, 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. You might want to prioritize them within each category and/or develop an overall prioritized list of resources.
* Explain how these resources contribute to achieving the program’s goals and SAOs.
* Explain how these resources contribute to the ECC Institutional Goals.

1. Staffing
2. Facilities and Equipment

1. Technology/Software
2. Contracts/Services