

FOOTHILL COLLEGE

COMPREHENSIVE INSTRUCTIONAL PROGRAM REVIEW  
EVALUATION RUBRIC

Program Name: Athletic Injury Care

Date Reviewed: 2/6/14

**PROGRAM MISSION**

	MEETS CRITERIA	NEEDS STRENGTHENING	DOES NOT MEET CRITERIA	COMMENTS
<p><b>PROGRAM MISSION</b> Clear and concise statement that outlines the principles that guide the work of the program, its programs goals/objectives, stakeholders and how it connects to the College's overarching mission.</p>	<input checked="" type="checkbox"/> Clear & concise <input checked="" type="checkbox"/> Specific to the program; who it serves and what it does that separates it from other departments/programs <input checked="" type="checkbox"/> Addresses the larger impact of the program <input checked="" type="checkbox"/> Identifies stakeholders <input type="checkbox"/> Aligned with College mission statement	<input type="checkbox"/> States the program's purpose and who it serves <input type="checkbox"/> Limited scope & reach <input checked="" type="checkbox"/> Does not align with College mission statement	<input type="checkbox"/> No Mission Statement submitted	<p>Green: Good mission statement, needs to align more closely with college mission. Add component that attaches clearly to college mission.</p>

**SECTION 1: DATA & TREND ANALYSIS**

	MEETS CRITERIA	DOES NOT MEET CRITERIA	COMMENTS
<b>DATA COLLECTION</b> (A-C)	<input checked="" type="checkbox"/> Presents data provided by I & IR OR <input type="checkbox"/> Cites other data source	<input type="checkbox"/> Does not present data provided by I & IR OR <input type="checkbox"/> Does not cite other data sources	Green

	MEETS CRITERIA	NEEDS STRENGTHENING	DOES NOT MEET CRITERIA	COMMENTS
<b>ANALYSIS</b> (D) <b>Enrollment Trends</b> (E) <b>Student Demographics</b> (F) <b>Productivity</b> (G) <b>Course Offerings</b> (H, I) <b>Curriculum and SLOs</b> (J) <b>Innovation</b>	<input checked="" type="checkbox"/> Clear and organized (esp. to those outside program) <input checked="" type="checkbox"/> Analyze previous year's data to past trends, as appropriate. <input checked="" type="checkbox"/> Discussion regarding action plans/strategies that result from data analysis, as appropriate.	<input type="checkbox"/> Contains irrelevant or unclear information. <input type="checkbox"/> Portions of analysis are incomplete, limited discussion of action plans/strategies.	<input type="checkbox"/> Does not provide analysis or discussion of action plans/strategies.	Green: Analysis of the following could be more complete: student demographics, mandated student to faculty ratio, service to underserved populations.

**SECTION 2: STUDENT EQUITY AND INSTITUTIONAL STANDARDS**

	MEETS CRITERIA	DOES NOT MEET CRITERIA	Comments
(A) <b>COURSE COMPLETION</b> (B) <b>DEGREE COMPLETION</b> (C) <b>CERTIFICATE COMPLETION</b> (D) <b>TRANSFER TO FOUR YEAR COLLEGES/ UNIVERSITIES</b>	<input checked="" type="checkbox"/> Analysis considers how these indicators compare at your program level and at the college level <input type="checkbox"/> Analysis includes discussion of any differences by student demographics	<input type="checkbox"/> Analysis does not consider how these indicators compare at your program level and at the college level <input checked="" type="checkbox"/> Analysis does not include discussion of any differences by student demographics	Yellow: Analysis should include discussion of differences in student demographics

**SECTION 3: CORE MISSION & SUPPORT**

	MEETS CRITERIA	NEEDS STRENGTHENING	DOES NOT MEET CRITERIA	COMMENTS
(A) <b>BASIC SKILLS</b>	<input type="checkbox"/> Analysis includes course completion data and factors that affect trends <input type="checkbox"/> Includes plan to address issues identified in analysis	<input type="checkbox"/> Analysis includes course completion data only <input type="checkbox"/> Plan to address issues identified is limited	<input type="checkbox"/> Analysis does not include course completion data and/or factors that affect trends <input type="checkbox"/> Does not include plans to address issues identified in analysis	N/A

	MEETS CRITERIA	NEEDS STRENGTHENING	DOES NOT MEET CRITERIA	COMMENTS
(B) <b>TRANSFER</b>	<input type="checkbox"/> Discussion of strategies or initiatives to improve transfer rates <input type="checkbox"/> Addresses any transfer related issues, including articulation	<input checked="" type="checkbox"/> Discussion includes transfer data but analysis is limited <input checked="" type="checkbox"/> Addresses any transfer related issues, including articulation but is limited	<input type="checkbox"/> No discussion or analysis of transfer data <input type="checkbox"/> Does not address any transfer related issues, including articulation	Yellow: Specific strategies and data should be more detailed.

	MEETS CRITERIA	NEEDS STRENGTHENING	DOES NOT MEET CRITERIA	COMMENTS
(C) <b>WORKFORCE</b>	<input checked="" type="checkbox"/> Discussion & analysis of labor market data, including current demand, placement & wage data for Foothill program and regional program <input type="checkbox"/> Documentation of advisory board meetings and community outreach efforts <input checked="" type="checkbox"/> Discussion of accreditation process and any outcome assessment efforts, if applicable	<input type="checkbox"/> Limited discussion & analysis of labor market data, including current demand, placement & wage data for Foothill program and regional program <input checked="" type="checkbox"/> Incomplete documentation of advisory board meetings and community outreach efforts <input type="checkbox"/> Limited discussion of accreditation process and any outcome assessment efforts, if applicable	<input type="checkbox"/> No discussion & analysis of labor market data, including current demand, placement & wage data for Foothill program and regional program <input type="checkbox"/> No documentation of advisory board meetings and community outreach efforts <input type="checkbox"/> No discussion of accreditation process and any outcome assessment efforts, when applicable	Green: Community service/outreach discussion beyond Foothill needed. No advisory board meeting minutes attached.

#### SECTION 4: LEARNING OUTCOMES ASSESSMENT

	MEETS CRITERIA	DOES NOT MEET CRITERIA	COMMENTS
COURSE LEVEL	<input checked="" type="checkbox"/> Four Column report for CL-SLO Assessment from TracDat attached	<input type="checkbox"/> Four Column report for CL-SLO Assessment from TracDat <u>not</u> attached	<a href="#">Click here to enter text.</a>
PROGRAM LEVEL	<input checked="" type="checkbox"/> Four Column report for PL-SLO Assessment from TracDat attached	<input type="checkbox"/> Four Column report for PL-SLO Assessment from TracDat <u>not</u> attached	

**SECTION 5: SLO ASSESSMENT & REFLECTION**

	MEETS CRITERIA	NEEDS STRENGTHENING	DOES NOT MEET CRITERIA	COMMENTS
<b>SLO Assessment &amp; Reflection</b>	<input checked="" type="checkbox"/> Discussion regarding section prompts are student focused <input checked="" type="checkbox"/> Discussion of whether CL-SLO and PL-SLO assessments have led to any changes, including trends <input checked="" type="checkbox"/> Discussion of how CL-SLOs are related to PL-SLOs, and to the college mission <input checked="" type="checkbox"/> Demonstration of dialogue in your program that shape/evaluate PL-SLOs	<input type="checkbox"/> Discussion regarding section prompts are somewhat student focused <input type="checkbox"/> Limited discussion of whether CL-SLO and PL-SLO assessments have led to any changes, including trends <input type="checkbox"/> Limited discussion of how CL-SLOs are related to PL-SLOs, and to the college mission. <input type="checkbox"/> Limited demonstration of dialogue in your program that shape/evaluate PL-SLOs	<input type="checkbox"/> Discussion regarding section prompts are not student focused <input type="checkbox"/> No discussion of whether CL-SLO and PL-SLO assessments have led to any changes, including trends. <input type="checkbox"/> No discussion of how CL-SLOs are related to PL-SLOs, and to the college mission <input type="checkbox"/> No demonstration of dialogue in your program that shape/evaluate PL-SLOs	Green: In future discussion, clarify how CL-SLOs and PL-SLOs are shaping your program.

SECTION 6: PROGRAM GOALS AND RATIONALE

	MEETS CRITERIA	DOES NOT MEET CRITERIA	COMMENTS
<b>Program Goals and Rationale</b>	<input checked="" type="checkbox"/> Previous year goals include status update <input checked="" type="checkbox"/> New goals are tied to college initiatives, such as improved student success <input type="checkbox"/> Discussion of how progress toward new program goals will be measurable	<input type="checkbox"/> Previous year goals do not include status update <input type="checkbox"/> New goals are not tied to college initiatives, such as improved student success <input checked="" type="checkbox"/> No discussion of how progress toward new program goals will be measurable	Yellow: Previous Goal #1 needs to be student focused, not a resource request. New Goal #1 needs to be student focused.

SECTION 7: PROGRAM RESOURCES AND SUPPORT

	MEETS CRITERIA	DOES NOT MEET CRITERIA	COMMENTS
<b>Program Resources &amp; Support</b>	<input checked="" type="checkbox"/> All Program resource needs/requests are tied to a related goal in section 6 and explains how the resource request supports the aforementioned goal <input checked="" type="checkbox"/> Evaluation of resources needs/requests over past three-year cycle (especially if requests have been granted) in increasing student success and student equity.	<input type="checkbox"/> Program resource needs/requests are not tied to a related goal in section 6. <input type="checkbox"/> No evaluation of resources needs/requests over past three-year cycle (especially if requests have been granted) in increasing student success and student equity.	Green

SECTION 8: PROGRAM REVIEW SUMMARY

	MEETS CRITERIA	DOES NOT MEET CRITERIA	COMMENTS
<b>Program Review Summary</b>	<input checked="" type="checkbox"/> Current program review addresses concerns or recommendations that were made in prior year program review cycle	<input type="checkbox"/> Current program review does not address concerns or recommendations that were made in prior year program review cycle	Green

SECTION 9: FEEDBACK AND FOLLOW UP

	MEETS CRITERIA	DOES NOT MEET CRITERIA	COMMENTS
<b>Program Review Summary</b>	<input checked="" type="checkbox"/> Dean and VP commented on Program Review <input type="checkbox"/> Dean and VP feedback agree with the discussion and analysis provided by the program	<input type="checkbox"/> Dean and VP did not comment on Program Review <input checked="" type="checkbox"/> Dean and VP feedback does not agree with the discussion and analysis provided by the program	Green: Dean provided comments and data collection suggestions that should have been addressed in program review.

REVIEWER NOTES: Green

Program review well written and provides thoughtful reflection on the changes needed for the program to grow.

Document has more emphasis on serving student athletes than on students enrolled in the program. More evidence could be provided to document what program accomplishes outside the Foothill community. Document cites data from other sources, but no hard data provided.