

PROGRAM REVIEW COMMITTEE

Annual Update Checklist 2013-2014

Program Name Graphics
 Date Submitted _____

Submitted Prior to Deadline (October 1, 2013): ___ Yes ___ No

Program Review—Annual Update Form Related to Section	Section Addressed			Data Used in Discussion			Recommendations Commendations Comments
	Yes	No	N/A	Yes	No	N/A	
1. Program information	✓					✓	
2. Program Assessment	✓				✓		
3. Technology and Facilities Analysis	✓					✓	New technology received in September 2013; but not yet installed.
4. Trend Data Analysis		✓				✓	Is there data, other than that which is provided by IR, that could be analyzed when doing Program Review for Graphics?
5. Progress on Program Goals	✓					✓	Goals appear to have been created in September 2013, so progress cannot be assessed at this time. In reference to Goal 1, it is commendable that the Graphics Center wishes to work with the Program Review Committee to develop a survey instrument. Perhaps a campus-wide survey (Survey Monkey or similar service) could be used to poll faculty and staff regarding the services provided by the Graphics Center.
6. Curricular Review (Instructional Programs only)		✓				✓	
7. Conclusions and Findings		✓			✓		Conclusions and Findings not included.
Attachments							
✓ Faculty Request Form		✓					
✓ Classified Request Form	✓						Requesting a Graphics Supervisor.
✓ Supply and Equipment Form		✓					
✓ ISIT Form		✓					
✓ M & O Form		✓					
✓ Best Practices Form	✓						

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Form Related to Section	Yes	No	N/A	Yes	No	N/A	
✓ Other:		✓					
<p>Overall Summary of Findings:</p> <p>Overall good job. Assuming this was the first time Graphics has participated in Program Review, this AU is a good start. We would like to see the responses fleshed out a bit more in next year's update.</p>							