

# 2018-19 Annual Update Review and Feedback

Program Name: **[Maintenance & Operations]**

Section	Feedback
<p><b>College Mission</b></p> <p>A. Is the discussion of how the program supports the college mission clear?</p>	<p>Short but student safety and success focused.</p>
<p><b>Progress of Goals</b></p> <p>A. Is the discussion of the program’s progress and changes in goals clear and complete?</p> <p>B. Is the action plan to reach the program’s goals for the future clear and complete?</p>	<p>Goals 1&amp;2 completed! It would have been beneficial to have more description on how those goals were completed or what them being complete looks like. For example, what does “Fully Utilize the School Dude Program” mean? How is it fully utilized? When did this happen? How has it improved anything?</p> <p>New goal is broad. Link provided includes details of Measure J plans, but a snapshot would have been more appropriate.</p>
<p><b>List of Degrees and Certificates</b></p>	<p>NA</p>
<p><b>Program Analysis</b></p> <p><b>Did the program’s analysis of trend data address the following:</b></p> <ol style="list-style-type: none"> <li>1. How does your trend data (or other data your area collects) impact your decision making process for your program?</li> <li>2. Evidence of Program Dialog of data</li> <li>3. Changes to student demographics (age, gender, or ethnicity)</li> <li>4. Equity gaps</li> <li>5. Recent achievements, awards or distinctions, new projects implemented, professional development work, professional conference presentations or recently published work.</li> </ol>	<p>The only questions attempted were 5,6,7. No real program analysis.</p>

<p>6. Description of program/department/office is doing to contribute to <b>Guided Pathways, affinity groups</b> and <b>completion coaching communities</b>.</p> <p>7. Explanation of role if involved in Dual Enrollment, Inmate Education, or Rural Initiatives.</p>		
<p><b>Resource Request and Analysis</b></p> <p>A. Were discussions for resources received from previous program review cycle included for each applicable section?</p>	<p>No. Were there resources from previous cycle?</p>	
<p><b>Conclusion</b></p> <p>A. Does the conclusion provide a clear overview of the program?</p>	<p>General synopsis with few details. It appeared that the bare minimum was done on this Annual Update. Explain, elaborate, provide examples.</p>	
<p><b>Have all the appropriate forms been completed?</b></p> <p>A. Human Resources</p> <p>    a. Additional positions —with form(s)</p> <p>B. Resource Requests</p> <p>    a. Request—with form</p>	<p>Included in packet</p> <ul style="list-style-type: none"> <li>• Classified request</li> <li>• Technology request</li> </ul>	
<p><b>Assessment</b></p>	<p>No AUOs</p>	
<p><b>Certificate Form:</b></p> <p>A. Have programs with stackable Certificates of Achievement completed Certificate Forms?</p>	<p>NA</p>	

ADDITIONAL COMMENTS:

- Budget form included