**Assessment Committee Proposal to Program Review Committee, April 5, 2016**

*on behalf of David Neville, Kate Pluta, and Liz Rozell*

1. We would like to pull the Assessment Questions from both the Annual Update and the Comprehensive Program Review forms and put them on a separate form similar to the Professional Development, ISIT/Technology, and Facilities forms. Liz will draft the form.
2. We would like to include the actual Course Assessments as a part of the Program Review process using the current Assessment forms until we make a transition to a web-based program.
3. The assessments turned in in the fall with the program review process would have occurred the previous academic year. They will provide documentation for the summaries in the program review process. The Assessment Committee would have from October until the Annual ACCJC report is due in late March to help departments having difficulty with the process.

*Approved by PRC, April 5, 2016*