**Program Analysis**:

Take a look at your trend data (all programs should have some form of data that is used to look at changes over time).  *All programs will answer the following questions unless otherwise indicated.*

Add the link to this question so people are looking at the correct data.

**Program Analysis**:

Take a look at your trend data (all programs should have some form of data that is used to look at changes over time).  *All programs will answer the following questions unless otherwise indicated.*

1. Please report on any unexpected changes or challenges that your program encountered this cycle:

Question 1 on the feedback form does not match the Program review.

1. Evidence of Department Dialog of data. If you have had time to review and discuss your program’s data with members of your department, attach documentation of your discussion. Documentation can come in the form of minutes from meetings or retreats, email dialog or any other ways that show substantive discussion.

This is a new question and I think it took people off guard because I never saw “proof”. Many programs are headed up by 1 individual. How are they supposed to answer this?

1. Were there any changes to student demographics (age, gender, or ethnicity) for the past cycle?
2. Were there any changes to student success and retention rates for face-to-face and online courses? (instructional only)

Are they just to list the changes or speculate why these have changed? Hard to understand without looking at the information itself. Can this question be a cumulative review question only so people can understand the changes over 3-5 years? Maybe they will see more of a change? I saw a lot of reviews that said “no significant change.”

**Equity gaps**

Please look for large differences, or gaps, between top performing groups and others.  Consider how you could identify the reasons behind these gaps, and if there changes that could be made to reduce them.  For in depth review of equity issues, and on changes that are being made campus-wide, please refer to the current [Bakersfield College Student Equity Plan](https://www.bakersfieldcollege.edu/sites/bakersfieldcollege.edu/files/2015-18_StudentEquityPlan.pdf).

 Philosophy Submission

*If we break down each group, we discover the following. According to the Student Equity Plan the goal of the institution was to increase African Americans access by 1%, and veterans by .5%, and while the date provided by the college for departments does not break down groups by veterans, our department can say our department was able to increase the access and participation rates of African Americans by the same 1%. With regard to course success rates, the goal of the College was to increase African American groups by 3%, the Hispanics by 1% as well – it turns out our department saw the said group attain a 59% success rate compared to the Collegewide 55% rate, and the Hispanics attain 67% and the Collegewide 68%. Trend data did not list a five year outline of the success rates, so comparing to other years was not an option.*

There’s a Student Equity Plan goal? People still have no idea how to answer this question. An example would be good to include so people know what we are looking for.

**Conclusion:**

Present any conclusions and findings about the program.  This is an opportunity to provide a brief abstract or synopsis of your program’s current circumstances and needs.  Consider this a snapshot of your program if someone were to only read this portion of your annual program review.

This needs to be more direct. If this is the only thing Sonya Christian reads, many people miss the opportunity to plead their case for more faculty or resources. – Abstract instead of a conclusion.

COMPREHENSIVE REVIEW

1. Degrees and certificates awarded (three-year trend data for each degree and/or certificate awarded). *Instructional only*
2. List degrees and certificates awarded (three-year trend data for each degree and certificate awarded). Include targets (goal numbers) for the next three years. *Instructional only*

Repetitive questions

FEEDBACK FORM

**Assessment** – What is our comment to be? Just that they are completed? I’ve seen other reviewers go into depth on this question, however I’m not on the assessment committee and do not feel like I have the expertise to give feedback.

**Certificate Form:**

1. Have programs with stackable Certificates of Achievement completed Certificate Forms?

I’m assuming these programs know what “Certificate Forms” they were suppose to complete? Are they included in PR?