College of San Mateo
Program Review Assessment Rubric
Instruction

Program Name:

Program Review Section	Institutional Expectations	
	Does Not Meet	**Meets**
Program Description & Mission Statement	Program description inaccurately describes program or is insufficiently linked to the college mission.	Program description accurately describes the program and is linked to the college mission statement
Results of Previous Program Review • **Results of previous plan** • **Changes in Program** • **Student Success/Equity** • **Update on long term plans**	Results of previous plan is incomplete or insufficiently documented, no information on how success/equity gaps were addressed, or no long-range plans provided.	Results of previous plan include changes implemented and how success/equity gaps were addressed. Update on long-range plans was provided.
Assessment & Program Analysis and Trends • **Data Review** • **Identify and address opportunity gaps** • **Program efficiency** • **SLOs/SAOs reflect full cycle of assessment**	Evidence not cited or analysis unclear. No clear conclusions are drawn and/or efforts to close opportunity gaps are not addressed. Assessment results are not used to inform program development.	The program has reviewed student success and assessment data and honestly evaluated program strengths and weaknesses. Conclusions drawn are clear and evidence-based and reflect an in depth discussion within the program with specific examples cited. Efforts to close opportunity gaps are addressed and assessment results inform program development. A full-cycle of program assessment is evident.
Planning & Goal Setting • **Actions, outcomes and timelines of goals** • **Student success and equity** • **Professional development**	No goals set or goals are not based on evidence, or goals do not align with the College Mission.	Goals are clearly related to the mission of the program and of the college. Goals are clearly stated, a time frame is provided, and assignment of responsibility is evident. Goals are linked to concerns identified in previous sections.
Staffing	No evidence or analysis is provided to justify staffing requests.	Requests for new or replacement positions are based on evidence and analysis provided in other sections.

Resource Request • **Equipment &Technology** • **Facilities** • **Other**	No evidence or analysis is provided to justify resource requests.	Requests for resources are based on evidence and analysis provided in other sections.

Summarize the key program issues/strengths that matter most?