**College of San Mateo**

Program Review Assessment Rubric

Learning Centers

Program Name:

|  |  |  |
| --- | --- | --- |
| **Program Review Section** | **Institutional Expectations** | |
| **Does Not Meet** | **Meets** |
| **Center 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** * **Reflects 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. Usage and efficiency results are not used to inform program development. | The center has reviewed usage trend data and center efficiency indicators and honestly assessed its strengths and weaknesses.  Conclusions drawn are clear and evidence-based and reflect an in depth discussion within the center with specific examples cited. Efforts to close opportunity gaps are addressed and usage/efficiency data inform center development and a full-cycle of 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 center 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 review strengths and challenges:**