

College of San Mateo
Program Review Assessment Rubric
Student Services

Program Name:

| Program Review Section | Institutional Expectations | |
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| | 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 <ul style="list-style-type: none"> • 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 are 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 <ul style="list-style-type: none"> • 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. SLO/SAO results are not used to inform program development. | The program has reviewed trend data and honestly assessed 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 SLO/SAO results informs program development and a full-cycle of program assessment is evident. |
| Planning & Goal Setting <ul style="list-style-type: none"> • Actions, outcomes and timelines of goals • Student success and equity • Professional development | No goals set, 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 <ul style="list-style-type: none"> • 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: