

Los Angeles Mission College
 Educational Planning Committee
 Program Review Validations

Rubric for Program Review / Comprehensive Unit Assessment

	Incomplete	Strengthening Advised	Complete
Enrollment Trends requires trend analysis, discussion of factors that affect trends, and development of objectives that address trends	Incomplete Data/trend analysis weak or missing Discussion of factors that affect trends missing or weak Objectives missing or not related to trends	Strengthening Advised Data/trend analysis weak General factors that affect trends Objectives loosely related to trends	Complete Data/trends analyzed carefully and compared with District Specific factors that affect trends Objectives address trends
Course Completion requires trend analysis, discussion of factors that affect trends, and development of objectives that address trends	Incomplete Data/trend analysis weak or missing Discussion of factors that affect trends missing or weak Objectives missing or not related to trends	Strengthening Advised Data/trend analysis weak, loosely based on stats. General factors that affect trends Objectives loosely related to trends	Complete Data/trends analyzed carefully and compared with District Specific factors that affect trends Objectives address trends
Certificates and Degrees requires trend analysis, discussion of factors that affect trends, and development of objectives that address trends	Incomplete Data/trend analysis weak or missing Discussion of factors that affect trends missing or weak Objectives missing or not related to trends	Strengthening Advised Data/trend analysis weak General factors that affect trends Objectives loosely related to trends	Complete Data/trends analyzed carefully and compared with District Specific factors that affect trends Objectives address trends

SLO Update status and recommendations	Incomplete SLO status addressed weakly or not at all	Strengthening Advised SLO status addressed	Complete SLO status carefully described with timetable for progress
Advisory Board Status and response to recommendations	Incomplete Advisory Board acknowledged. Recommendations and/or progress missing or weakly addressed	Strengthening Advised Advisory Board described in general terms Recommendations discussed in general terms, lacking detailed progress	Complete Advisory Board described with details such as membership, format and mtg. schedule Committee recommendations identified and progress discussed
FTES requires trend analysis, discussion of factors that affect trends, and development of objectives that address trends	Incomplete Data/trend analysis weak or missing Discussion of factors that affect trends missing or weak Objectives missing or not related to trends	Strengthening Advised Data/trend analysis weak, lacking breakdowns General factors that affect trends Objectives loosely related to trends	Complete Data/trends analyzed (online, off campus, etc.)and compared with District Specific factors that affect trends Objectives address trends
FTEF requires trend analysis, discussion of factors that affect trends, and development of objectives that address trends	Incomplete Trend analysis weak or missing Discussion of factors that affect trends missing or weak Objectives missing or not related to trends	Strengthening Advised Data/trend analysis weak, lacking breakdowns General factors that affect trends Objectives loosely related to trends	Complete Data/trends analyzed (reg. hourly, total) and compared with LACCD Specific factors that affect trends Objectives address trends

<p>Average Class Size requires trend analysis, discussion of factors that affect trends, and development of objectives that address trends</p>	<p style="text-align: center;">Incomplete</p> <p>Data/trend analysis weak or missing</p> <p>Discussion of factors that affect trends missing or weak</p> <p>Objectives missing or not related to trends</p>	<p style="text-align: center;">Strengthening Advised</p> <p>Data/trend analysis weak, lacking breakdowns</p> <p>General factors that affect trends</p> <p>Objectives loosely related to trends</p>	<p style="text-align: center;">Complete</p> <p>Data/trends analyzed with breakdowns, and compared with LACCD</p> <p>Specific factors that affect trends</p> <p>Objectives address trends</p>
<p>Use of Technology Description and objectives</p>	<p style="text-align: center;">Incomplete</p> <p>Use of technology description missing</p> <p>Objectives and initiatives missing or unrelated</p>	<p style="text-align: center;">Strengthening Advised</p> <p>Use of technology described in general terms</p> <p>Objectives and initiatives general in nature</p>	<p style="text-align: center;">Complete</p> <p>Use of technology described in details</p> <p>Objectives and initiatives related to data</p>
<p>Curriculum Status Table of coursework reflecting currency</p>	<p style="text-align: center;">Incomplete</p> <p>Coursework is outdated with no narrative to address timeline for updates</p>	<p style="text-align: center;">Strengthening Advised</p> <p>Courses are current or about to expire</p> <p>No narrative of timeline included</p>	<p style="text-align: center;">Complete</p> <p>Courses current or in process of being updated</p> <p>Any out of date courses are addressed in narrative</p>
<p>Unit Plan/Resource Request</p>	<p style="text-align: center;">Incomplete</p> <p>Resource requests lacking backup from data analysis, evaluation, and unit goals</p>	<p style="text-align: center;">Strengthening Advised</p> <p>Resource requests based on general evaluations and goals</p>	<p style="text-align: center;">Complete</p> <p>Resource requests based on thoughtful data analysis, evaluation and unit goals</p>