



### Annual Program Plan/Review Feedback Form - IPC

Program Coop Division Business and Workforce  
 IPC Member(s) \_\_\_\_\_ Date \_\_\_\_\_  
 Reviewers Anniqua Rana Reviewed 5/10/13

**The purpose of this form is to provide feedback to the Department/Program.**

I. Curriculum Offerings	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
1. Status of curriculum updates for all courses.	Click here to enter text.	Two courses in this program. More analysis needed.	Click here to enter text.	Click here to enter text
2. Status of SLOAC for all courses.	Click here to enter text	Completed but no analysis	Click here to enter text.	Click here to enter text.
3. A description of the complete curriculum offering cycle.	Not included	Click here to enter text	Click here to enter text.	Click here to enter text
4. A plan for necessary curriculum development.	No planning included	Click here to enter text.	Click here to enter text	Click here to enter text
Comments/Questions: Click here to enter text				

II. Program Level Data	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The data is prepared by the Office of Research and Planning and is to be attached to this document. This section should include the following:</i>				
1. Identification of trends on data packets.	Click here to	Click here to	Analysis	Click here to



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	enter text.	enter text.	regarding technology and workforce trends would be helpful	enter text.
2. Identification of program performance.	Click here to enter text.	More information needed regarding program performance	Click here to enter text.	Click here to enter text.
3. Identification of PLOs (Program Learning Outcomes) assessment plan.	PLOs and assessment plan not included	PLOs not included	Click here to enter text.	Click here to enter text.
4. Analysis of PLOs (Program Learning Outcomes) results.	Not included		Click here to enter text.	Click here to enter text.
Comments/Questions: Click here to enter text.				

<b>III. Action Plan</b>	<b>Incomplete information</b>	<b>Complete information, some analysis</b>	<b>Complete information, analysis</b>	<b>Complete information, analysis, plan</b>
<i>Guidelines: This section should include the following:</i>				
1. Reflections on Department/ Program needs and goals.	Not included	Click here to enter text.	Click here to enter text	Click here to enter text
2. An action plan for what is to be accomplished for the next year.	Not included	Click here to enter text	Click here to enter text	Click here to enter text
Comments/Questions: Click here to enter text				

<b>IVa. Faculty and Staff hiring needs</b>	<b>Incomplete</b>	<b>Complete</b>	<b>Complete</b>	<b>Complete</b>
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	<b>information</b>	<b>information, some analysis</b>	<b>information, analysis</b>	<b>information, analysis, plan</b>
<i>Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.</i>				
1. Justification is consistent with accurate data.	N/A	Click here to enter text.	Click here to enter text.	Click here to enter text.
2. Justification fits Department/Division/College needs.	N/A	Click here to enter text.	Click here to enter text.	Click here to enter text.
Comments/Questions: Click here to enter text.				

<b>IVb. Professional Development needs</b>	<b>Incomplete information</b>	<b>Complete information, some analysis</b>	<b>Complete information, analysis</b>	<b>Complete information, analysis, plan</b>
<i>Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs</i>				
Justification is consistent with Department/Program needs.	Not included	Click here to enter text.	Click here to enter text.	Click here to enter text.
Comments/Questions: Click here to enter text.				

<b>IVc. Classroom and Instructional Equipment needs</b>	<b>Incomplete information</b>	<b>Complete information, some analysis</b>	<b>Complete information, analysis</b>	<b>Complete information, analysis, plan</b>
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost</i>				
1. Complete source, cost information (item description, suggested vendor, number of items, total cost).	NA	Click here to enter text.	Click here to enter text.	Click here to enter text.



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2. Justification is consistent with Department/Division/College needs (uses previous program plan information).	NA	Click here to enter text.	Click here to enter text.	Click here to enter text.
Comments/Questions: Click here to enter text.				

<b>IVd. Office of Planning, Research &amp; Student Success data needs</b>	<b>Incomplete information</b>	<b>Complete information, some analysis</b>	<b>Complete information, analysis</b>	<b>Complete information, analysis, plan</b>
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.</i>				
Justification is consistent with Department/Division/College needs.	Not included	Click here to enter text.	Click here to enter text.	Click here to enter text.
Comments/Questions: Click here to enter text.				

<b>IVe. Facility needs</b>	<b>Incomplete information</b>	<b>Complete information, some analysis</b>	<b>Complete information, analysis</b>	<b>Complete information, analysis, plan</b>
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.</i>				
Justification is consistent with Department/Division/College needs.	NA	Click here to enter text.	Click here to enter text.	Click here to enter text.
Comments/Questions: Click here to enter text.				

<b>Other/General Comments:</b> Click here to enter text.
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IPC Co-Chair Signature

Cave Rhodes

Date

5/23/13

VPI Co-Chair Signature

[Signature]

Date

5/23/13