Cañada College

STUDENT SERVICES PLANNING COUNCIL
MEETING MINUTES OF

Wednesday, April 22, 2015
2:00 pm – 4:00 pm
Building 9 – Room 154

Members Present: Chialin Hsieh, Supinda Sirihekaphong, Ruth Miller, Debbie Joy, Adolfo Leiva, Elizabeth Ontiveros, Misha Maggi, Sarah Aranyakul, Margie Carrington, Kim Lopez, Soraya Sohrabi, Lizette Bricker, Bob Haick, Trish Guevarra, Moody Metry,

Members Absent: Robin Richards, Max Hartman, Carlos Luna, Melissa Alforja, Jeffrey Rhoades, Gloria Darafshi, Noel Chavez, Diva Ward

1. **Approval of Minutes –** April 8, 2015 minutes were not complete nor ready for approval

2. Business

   I. **Institutional Effectiveness Goal Setting**
   Chialin Hsieh and Michelle Marquez presented the Institutional Effectiveness Goal Setting and SSPC discussed the information. It was agreed that SSPC liked the 70% for required goal of "Successful Course Completion".
   https://misweb.cccco.edu/ie/DistrictSelect.aspx

   http://extranet.cccco.edu/Divisions/InstitutionalEffectiveness.aspx

   II. **Annual Plan/Program Review Presentations**
   A. Student Life and Leadership Development
   Misha Maggie presented the Center for Student Life and Leadership's annual plan.
   See attached Feedback Forms

   III. **Other**
   Student Recognition Ceremony May 8, 4:30-6:30

   ASCC Leadership Awards May 14, 4:30-6:30 Please RSVP

2014-2015 Meetings

October 8 – cancelled
October 22
November 12
November 26 – cancelled
December 10
January 14 – cancelled

January 28 – cancelled
February 11
February 25 – cancelled
March 11 – cancelled
March 25 – cancelled
April 8 & 22
May 13 & 27
June 10

California Community Colleges Chancellor's Office

INSTITUTIONAL EFFECTIVENESS

College Indicator Rates - Cañada College

Required Response

Y ⌄ **Has your college developed, adopted, and publicly posted the goals framework pursuant to the requirements of Education Code section 84754.6?**

Indicator	Long-term (6 Years) Goal (optional for this reporting year)	Short-term (1 Year) Goal (goal for 2015-2016)	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010

Required Goals
Student Performance and Outcomes

Successful Course Completion (Datamart)

Annual percentage of credit course enrollments where student earned a grade of C or better (Goal should be set as rate)

	0.0	70.0	69.7	70.0	70.5	69.3	67.7

Accreditation Status

Accreditation Status

Latest Accrediting Commission for Community and Junior Colleges (ACCJC) action (See key below)

			Feb 2014	July 2013	Feb 2013	July 2012	Feb 2012	July 2011	Feb 2011	July 2010	Feb 2010	July 2009
	FA-N ⌄	FA-N ⌄	FA-RA	FA-N	FA-N	FA-N	FA-N	FA-N	FA-N	FA-N	FA-N	FA-N

Date of Next Visit

Date of next accreditation visit - information item, no target collected (MM/DD/YYYY)

Optional Goals
Student Performance and Outcomes

Completion Rate (Scorecard)

Percentage of degree, certificate, and/or transfer seeking students starting first timetracked for six years who completed a degree, certificate, or transfer related outcome (Goal should be set as rate)

College Prepared — Student's lowest course attempted in Math and/or English was college level

	0.0	0.0	75.5	75.8	84.4	83.7	72.3

Unprepared for College — Student's lowest course attempted in Math and/or English was pre-collegiate level

	0.0	0.0	40.6	37.4	33.6	40.3	35.7

Overall — Student attempted any level of Math or English in the first three years

	0.0	0.0	51.9	48.5	48.6	53.9	44.1

Remedial Rate (Scorecard)

Percentage of credit students tracked for six years who started below transfer level in English, mathematics, and/or ESL and completed a college-level course in the same discipline (Goal should be set as rate)

Math	0.0	0.0	32.6	31.5	30.0	28.4	26.4
English	0.0	0.0	47.1	46.3	41.5	46.7	45.1
ESL	0.0	0.0	13.7	12.1	14.3	8.9	17.1

Career Technical Education Rate (Scorecard)

Percentage of students tracked for six years who completed more than eight units in courses classified as career technical education in a single discipline who completed a degree or certificate or transferred (Goal should be set as rate)

	0.0	0.0	44.3	50.7	49.3	51.3	47.1

Completion of Degrees (Datamart)

Number of associate degrees awarded (Goal should be set as total)

	0	0	424	363	338	210	158

Completion of Certificates (Datamart)

Number of Chancellor's office approved certificates awarded (Goal should be set as total)

	0	0	399	297	253	134	138

Fiscal Viability and Programmatic Compliance with State and Federal Guidelines

Full-Time Eqivalent Students

Annual number of full-time equivalent students (Goal should be set as total)

0	0	4,201	4,383	4,363	4,997	5,144

Accreditation Status Code Description

Code	Description
FA-N	Fully Accredited - No Action
FA-RA	Fully Accredited - Reaffirmed
FA-SR	Fully Accredited - Sanction Removed
FA-SR/RA	Fully Accredited - Sanction Removed and Reaffirmed
FA-W	Fully Accredited - Warning
FA-P	Fully Accredited - Probation
FA-SC	Fully Accredited - Show Cause
FA-PT	Fully Accredited - Pending Termination
T	Accreditation Terminated
FA-RS	Fully Accredited - Restoration
IA	Initial Accreditation

Back to District Rates

Annual Program Plan Feedback - SSPC

Program: Center for Student Life & Leadership Development

SSPC Member(s) Reviewers: Elizabeth Ontiveros

The purpose of this form is to provide feedback to the Program Team.

I. __SLOs__	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?				✓
Comments/Questions: Students got to learn about leadership				

II __SAOs__	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
3. Status of SAO Assessment Cycle.				✓
Comments/Questions:				

Annual Program Plan Feedback - SSPC

IV. **Faculty and Staff Hiring Request**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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.				
1. Justification is consistent with accurate data.				✓
2. Justification fits Program /Department/Division/College needs				✓
Comments/Questions:				

V. **Professional Development Needs**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs				✓
Comments/Questions: *Safe Zone & True Color Certification*				

VI. **Equipment Request** (Item description, Number of Items, Total Cost)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information	✓			
2. Justification is consistent with Department/Division/College needs				✓
Comments/Questions: *Swipe card system - how much will it cost?*				

Annual Program Plan Feedback - SSPC

VII. Facilities Request (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.				
Justification is consistent with Department/Division/College needs				✓
Comments/Questions: Not needed				

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____

Cañada College

Annual Program Plan Feedback - SSPC

Program: _Student life & leadership Development_

SSPC Member(s) Reviewers: _Soraya_

The purpose of this form is to provide feedback to the Program Team.

I. **SLOs**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?				✓
Comments/Questions: Great Job on defining Slo's				

II **SAOs**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
3. Status of SAO Assessment Cycle.				✓
Comments/Questions:				

Annual Program Plan Feedback - SSPC

IV. **Faculty and Staff Hiring Request**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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.				
1. Justification is consistent with accurate data.				
2. Justification fits Program /Department/Division/College needs				
Comments/Questions:				

V. **Professional Development Needs**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs				✓
Comments/Questions:				

VI. **Equipment Request** (Item description, Number of Items, Total Cost)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions:				

Annual Program Plan Feedback - SSPC

Program: _Student Life and Leadership_

SSPC Member(s) Reviewers: _Sarah Aranyahul_

The purpose of this form is to provide feedback to the Program Team.

I. **SLOs**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?				X
Comments/Questions: great job Misha.				

Annuar Visitor
 —awareness

II **SAOs**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
3. Status of SAO Assessment Cycle.				X
Comments/Questions: 				

Annual Program Plan Feedback - SSPC

IV. **Faculty and Staff Hiring Request**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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.				
1. Justification is consistent with accurate data.				
2. Justification fits Program /Department/Division/College needs				
Comments/Questions:				

V. **Professional Development Needs**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs				X
Comments/Questions:				

VI. **Equipment Request** (Item description, Number of Items, Total Cost)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions:				

VII. <u>Facilities Request</u> (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.				
Justification is consistent with Department/Division/College needs				
Comments/Questions:				

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____

Annual Program Plan Feedback - SSPC

Program: _SLR Center for Student Life + Leadership._

SSPC Member(s) Reviewers: _Adolfo Leiva_

The purpose of this form is to provide feedback to the Program Team.

I. SLOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?				✓

Comments/Questions:

Change - How to have a voice on campus → all went up
Leadership - teambuilder, 10 trats, Prevent Conference; CCCSAA; Nat. Conf. on Stud Leadership;
Community - plan events from lot empus plugins! diversity, social justice; → Bank marts; Facilities ↑, social jam ↑
Mentorship - support sves;

II SAOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
3. Status of SAO Assessment Cycle.				✓

Comments/Questions:

↑ Student visitation - ID creation - 2862; Hosting Assistance Osese - 104; Total Center visits = 3/06   17
Goal - get a swipe card   5757
have out supplies for clubs   15'

Campus surveys. -

name 3 clubs on campus
What does ASCC Stand for ↑
are you satisfied ↑

IV. **Faculty and Staff Hiring Request**	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
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.				
1. Justification is consistent with accurate data.			✓	
2. Justification fits Program /Department/Division/College needs			✓	
Comments/Questions: FT request approval – Start in July.				

V. **Professional Development Needs**	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs			✓	
Comments/Questions: chair/co-chairs NASPA or become / Sate Zone Training / The Colors Certification				

VI. **Equipment Request** (Item description, Number of Items, Total Cost)	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information			✓	
2. Justification is consistent with Department/Division/College needs			✓	
Comments/Questions: none — swipe card				

Cañada College

Annual Program Plan Feedback - SSPC

VII. Facilities Request (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.				
Justification is consistent with Department/Division/College needs			✓	
Comments/Questions: _none_				

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____

Annual Program Plan Feedback - SSPC

Program: AS-Center for Student Life

SSPC Member(s) Reviewers: Kim Lopez

The purpose of this form is to provide feedback to the Program Team.

I. SLOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?				Great Assessments

Comments/Questions:
Change - how do they have a voice on campus.
Leadership - learn team building (measured by oral
community - plan events - (pre-post presentations
mentorship - get a mentor (big) survey) given)

II SAOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
3. Status of SAO Assessment Cycle.				X

Comments/Questions: Increase student visitation (quod data collection)
"   " awareness - campus survey
(increase

IV. __Faculty and Staff Hiring Request__	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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.				
1. Justification is consistent with accurate data.		*N̄A*		
2. Justification fits Program /Department/Division/College needs				
Comments/Questions: Did not request				

V. __Professional Development Needs__	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs				✓
Comments/Questions:				

VI. __Equipment Request__ (Item description, Number of Items, Total Cost)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions: request a swipe card				

Annual Program Plan Feedback - SSPC

VII. **Facilities Request** (Either new or maintenance issues)	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.				
Justification is consistent with Department/Division/College needs				
Comments/Questions: none				

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____

Cañada College

Annual Program Plan Feedback - SSPC

Program: _Student Life_

SSPC Member(s) Reviewers: _Supinda Sirihekaphong_

The purpose of this form is to provide feedback to the Program Team.

I. SLOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?		✓		
Comments/Questions: change - participatory governance leadership → students have opp to lead community → more outreach, bookmark mentorship				

II SAOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
3. Status of SAO Assessment Cycle.				
Comments/Questions: not sure what the SAO's were IDs: ASCC knowledge, satisfaction survey?				

transportation
Sustainability - saved $750
I CAN campaign

IV. **Faculty and Staff Hiring Request**	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
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.				
1. Justification is consistent with accurate data.				
2. Justification fits Program /Department/Division/College needs				
Comments/Questions: was approved IT coordinator				

V. **Professional Development Needs**	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs			✔	
Comments/Questions: yay NASPA, CCCLSAA Board				

VI. **Equipment Request** (Item description, Number of Items, Total Cost)	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions: none				

Annual Program Plan Feedback - SSPC

Program: *Student Life + Leadership Development*

SSPC Member(s) Reviewers: *Lizette Bricker*

The purpose of this form is to provide feedback to the Program Team.

I. SLOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?				✓
Comments/Questions: *Pre-post testing* *Benchmarks* → *very impressive data collection and analysis.*				

II SAOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
3. Status of SAO Assessment Cycle.				✓
Comments/Questions: *Visits + Awareness*				

Annual Program Plan Feedback - SSPC

Program: Student Life & Leadership

SSPC Member(s) Reviewers: Margie Carrington

The purpose of this form is to provide feedback to the Program Team.

I. SLOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?				X
Comments/Questions: Good SLO objectives w/ Student Leadership — Change, Leadership, Community, Mentorship — students have developed many transferable skills				

II SAOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
3. Status of SAO Assessment Cycle.				X
Comments/Questions: . Awareness & Visitation to Center has improved - student satisfaction based on activities and support / services appears to be very evident				

Annual Program Plan Feedback - SSPC

IV. **Faculty and Staff Hiring Request**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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.				
1. Justification is consistent with accurate data.				
2. Justification fits Program /Department/Division/College needs				
Comments/Questions:				

n/a for this cycle

V. **Professional Development Needs**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs				X
Comments/Questions:				

✓ student conference & staff conference
✓ special training significant – keep it up.

VI. **Equipment Request** (Item description, Number of Items, Total Cost)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information				X
2. Justification is consistent with Department/Division/College needs				X
Comments/Questions:				

expand card swipe request to broader institutional request – we can all benefit

VII. **Facilities Request** (Either new or maintenance issues)	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.				
Justification is consistent with Department/Division/College needs				

Comments/Questions:

n/a — though phoned sewing space occur down the road as new construction is funded, recommend moving to larger space if appropriate

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____

Program: Student Life and Leadership Development

SSPC Member(s) Reviewers: Ruth Miller

The purpose of this form is to provide feedback to the Program Team.

I. SLOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?				✓
Comments/Questions: NICE JOB GOOD Presentation				

II SAOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
3. Status of SAO Assessment Cycle.				✓
Comments/Questions: GOOD Statistics 5T5T visits to center wow				

Cañada College

Annual Program Plan Feedback - SSPC

IV. **Faculty and Staff Hiring Request**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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.				
1. Justification is consistent with accurate data.	NO	REQUEST		
2. Justification fits Program /Department/Division/College needs	at	This Time		
Comments/Questions:				

V. **Professional Development Needs**	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs				✓
Comments/Questions:				

VI. **Equipment Request** (Item description, Number of Items, Total Cost)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information	NO	EQUIPMENT		
2. Justification is consistent with Department/Division/College needs		NEEDED		
Comments/Questions:				

VII. **Facilities Request** (Either new or maintenance issues)	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.				
Justification is consistent with Department/Division/College needs		N/A		
Comments/Questions:				

SSPC Co-Chair Signature: _Ruth Miller_ Date: _4/22/15_

VPSS Signature: _____ Date: _____

Annual Program Plan Feedback - SSPC

Program: Center for Student Life

SSPC Member(s) Reviewers: Trish Gwevarra

The purpose of this form is to provide feedback to the Program Team.

I. SLOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?				X
Comments/Questions:				

II SAOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
3. Status of SAO Assessment Cycle.				X
Comments/Questions:				

Annual Program Plan Feedback - SSPC

IV. **Faculty and Staff Hiring Request**	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
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.				
1. Justification is consistent with accurate data.				X
2. Justification fits Program /Department/Division/College needs				X
Comments/Questions:				

V. **Professional Development Needs**	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs				X
Comments/Questions:				

VI. **Equipment Request** (Item description, Number of Items, Total Cost)	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information				X
2. Justification is consistent with Department/Division/College needs				+
Comments/Questions:				

Annual Program Plan Feedback - SSPC

VII. **Facilities Request** (Either new or maintenance issues)	**Incomplete information**	**Complete information, some analysis**	**Complete information, analysis**	**Complete information, analysis, plan**
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.				
Justification is consistent with Department/Division/College needs				X
Comments/Questions:				

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____