



HLC Criterion 4. Sustainability: Institutional Effectiveness, Resources and Planning

The institution's resources, structures, policies, procedures and planning enable it to fulfill its mission, improve the quality of its educational programs, and respond to future challenges and opportunities.

Criterion 4.A: Effective Administrative Structures

The institution's administrative structures are effective and facilitate collaborative processes such as shared governance; data-informed decision making; and engagement with internal and external constituencies as appropriate.

What Evidence Exists?

Two key examples are the College's Dual Credit Discipline-Specific Workshops, and Dual Credit High School Partners Breakfast. These materials demonstrate how the college organizes collaborative planning sessions, ensures shared governance, and engages both internal and external stakeholders in decision-making processes.

How Is the Evidence Used in College Operations?

The Invitations and Agendas for each event are used to:

- Guide collaborative planning and decision-making
- Facilitate communication among team leaders and stakeholders
- Document processes for transparency and accountability

How Do We Know It's Effective?

Effectiveness of the Dual Credit Discipline-Specific Workshop and High School Partners Breakfast documents is demonstrated by:

- High participation rates in workshops and meetings
- Positive feedback from attendees
- Documented outcomes and follow-up actions

Criterion 4.B: Resource Base and Sustainability

The institution's financial and personnel resources effectively support its current operations. The institution's financial management balances short-term needs with long-term commitments and ensures its ongoing sustainability.

What Evidence Exists?

The FY 2026 Budget Process & Planning Instructions. These documents, along with financial reports and personnel resource allocation records, illustrate how the college manages its financial and human resources to support ongoing operations.



How Is the Evidence Used in College Operations?

The FY 2026 Budget Process & Planning Instructions:

- Guide departmental budget preparation and resource allocation
- Ensure alignment of financial planning with institutional priorities
- Support short-term and long-term financial sustainability

How Do We Know It's Effective?

Effectiveness of the FY 2026 Budget Process & Planning Instructions is demonstrated by:

- Balanced budgets and successful audits
- Continued support for academic and operational programs
- Evidence of financial stability and sustainability

Criterion 4.C: Planning for Quality Improvement

The institution engages in systematic strategic planning for quality improvement. It relies on data, integrating its insights from enrollment forecasts, financial capacity, student learning assessment, institutional operations and the external environment.

What Evidence Exists?

JALC's Program Review Template, which captures program learning outcomes, assessment data, and strategic planning initiatives. These documents demonstrate the college's commitment to continuous improvement.

How is the Evidence Used in College Operations?

The Program Review Template:

- Facilitates regular review and assessment of academic programs
- Informs strategic planning and goal setting
- Integrates data from enrollment, finances, and student learning

How Do We Know It's Effective?

Effectiveness of the Program Review Template is demonstrated by:

- Achievement of program goals and learning outcomes
- Documented improvements based on review findings
- Integration of review results into strategic planning

Dual Credit Discipline-Specific Workshops

Dual Credit High School Partners Breakfast

What 4.A Requires

HLC Criterion 4.A: The institution's administrative structures are effective and facilitate collaborative processes such as shared governance; data-informed decision making; and engagement with internal and external constituencies as appropriate.

Summary

This one-sheet highlights how JALC demonstrates Criterion 4.A through collaborative planning, shared governance, and stakeholder engagement, using evidence from Dual Credit Team Leader Meetings and High School Partners Breakfasts.

Alignment to Criterion: Highlights

Collaborative Planning & Shared Governance:

- Regular Dual Credit Team Leader Meetings and Discipline-Specific Workshops bring together internal and external stakeholders for planning and decision-making.
- Invitations and agendas guide collaborative processes and document transparency.

Data-Informed Decision Making:

- Meetings include updates on registration, testing deadlines, and program offerings, supporting evidence-based decisions.

Stakeholder Engagement:

- High School Partners Breakfast and Team Leader Meetings foster engagement with faculty, staff, and external partners.

Included Artifacts

- **4.A - Team Leader Mtg Email Invite** — Invitation to Team Leader Meeting
- **4.A - Team Leader Mtg Email about Rescheduled Date & 4.A - Team Leader Mtg Email 2 about Rescheduled Date** — Evidence of collaborative scheduling and stakeholder input
- **4.A - FL25 Team Leader Meeting Agenda** — Agenda documenting topics, decisions, and engagement

Abby Porter

From: Abby Porter
Sent: Monday, May 12, 2025 2:17 PM
To: Caitlin.Klaybor@cchs165.com; Lena Dierks; Karin Hawkins; Jon Brown; Sheri Jean - Crab Orchard; Allie Butler; Beth Gibbs; Amy Bates; Cathy Shelton; Jamie Chiaventone; Toby Misner (tmisner@marionunit2.org); znelson@mhs.org; CARRIE SCHABER; Crystal Hosselton; Slife, Rhiannon
Cc: Jenny Ditch
Subject: End of Year Reminders

Happy Monday!

As we start planning for next year, please send in your class lists for fall and yearlong classes by the end of this week. I understand these class lists will change before the first day of class, but receiving these lists now allows us to review them for students who still need to apply and/or take the Accuplacer. If we can get these lists now, we can all try to reach out to students who need to apply or test.

Please remember to send us our ACT scores once those have been received so we can cross check students ACT and Accuplacer scores if they are taking English, Math, or CNA next year.

Additionally, if you haven't already, please mark your calendars for our Fall Team Leader Meeting on Tuesday September 9th. I will send out a calendar invite.

Thank you! Hope you have a great end of the year!

Abby Porter

Manager of Dual Credit and Partnerships

[Schedule an Appointment With Me](#)

John A. Logan College

618-985-2828 Ext. 8276

Abby Porter

From: Abby Porter
Sent: Wednesday, August 27, 2025 11:49 AM
To: Caitlin.Klaybor@cchs165.com; lena.dierks@cchs165.com;
khawkins@cartervilleschools.org; jon.brown@cocUSD3.com; sheri.jean@cocUSD3.com;
abutler@duquoinsschools.org; bgibbs@elv196.org; abates@wfschools.org; Cathy
Shelton; Jamie Chiaventone; Toby Misner; Zachara Nelson; CARRIE SCHABER; Slife,
Rhiannon; Rachel Anderson; Crystal Hosselton
Subject: Team Leader Meeting Rescheduling

Hello again Team Leaders,

It has come to my attention that unfortunately SIU has sent out a breakfast meeting invite for two weeks from now which just so happens to fall on the same morning as our Fall Team Leader Meeting. While we do get this meeting on the calendar a year in advance to prevent any conflicts, SIU's schedule is out of your control and many of you probably want to hear their updates too.

It's hard to reschedule a meeting with so many people with such short notice, but I am going to try my best. Please [complete this poll](#) regarding your availability to reschedule. **Please mark ALL days/times that you can make work** for the Team Leader Meeting. I realize you probably have very limited availability since this is last minute and it's going to be hard to find a day that works for everyone, but hopefully we can. I even added a time option for the day SIU is doing their meeting in case you wanted to come to JALC in the afternoon and just get all the area college updates done in one day.

Thank you all for your cooperation!

Abby Porter

Manager of Dual Credit and Partnerships

[Schedule an Appointment With Me](#)

John A. Logan College

618-985-2828 Ext. 8276

Abby Porter

From: Abby Porter
Sent: Thursday, August 28, 2025 8:43 AM
To: Caitlin.Klaybor@cchs165.com; lena.dierks@cchs165.com; khawkins@cartervilleschools.org; jon.brown@cocUSD3.com; abutler@duquoinschools.org; bgibbs@elv196.org; abates@wfschools.org; Cathy Shelton; Toby Misner; Zachara Nelson; CARRIE SCHABER; Slife, Rhiannon; Rachel Anderson; Crystal Hosselton; Jamie Chiaventone; sheri.jean@cocUSD3.com
Subject: RE: Team Leader Meeting Rescheduling

Thank you everyone for taking the time to complete the poll. It looks like the best option for the majority is Wednesday Sept 17th. Same time, same place. I will send a new calendar invite.

Abby Porter

Manager of Dual Credit and Partnerships

[Schedule an Appointment With Me](#)

John A. Logan College
618-985-2828 Ext. 8276

From: Abby Porter
Sent: Wednesday, August 27, 2025 1:37 PM
To: Caitlin.Klaybor@cchs165.com; lena.dierks@cchs165.com; khawkins@cartervilleschools.org; jon.brown@cocUSD3.com; abutler@duquoinschools.org; bgibbs@elv196.org; abates@wfschools.org; Cathy Shelton <cathy.shelton@herrinschools.org>; Toby Misner <tmisner@marionunit2.org>; Zachara Nelson <znelson@mhs.org>; CARRIE SCHABER <cschaber@trico176.org>; Slife, Rhiannon <rhiannon@slife@viannahighschool.com>; Rachel Anderson <randerson@eld4.org>; Crystal Hosselton <Crystal.Hosselton@jalc.edu>
Subject: RE: Team Leader Meeting Rescheduling

I should have included an option to keep it at 8:30am on Tuesday Sept 9th. We added that as an option now. If you would rather keep the day/time the same, feel free to go back in and choose that option as well 🙏 hoping to have it nailed down by tomorrow morning in case there's a change. Thank you all!

[Dual Credit Team Leader meeting - Doodle](#)

Abby Porter

Manager of Dual Credit and Partnerships

[Schedule an Appointment With Me](#)

John A. Logan College
618-985-2828 Ext. 8276

From: Abby Porter
Sent: Wednesday, August 27, 2025 11:49 AM
To: Caitlin.Klaybor@cchs165.com; lena.dierks@cchs165.com; khawkins@cartervilleschools.org; jon.brown@cocUSD3.com; sheri.jean@cocUSD3.com; abutler@duquoinschools.org; bgibbs@elv196.org; abates@wfschools.org; Cathy Shelton <cathy.shelton@herrinschools.org>; Jamie Chiaventone <jchiaventone@jcindians.org>; Toby Misner <tmisner@marionunit2.org>; Zachara Nelson <znelson@mhs.org>; CARRIE SCHABER <cschaber@trico176.org>; Slife, Rhiannon <rhiannon@slife@viannahighschool.com>; Rachel Anderson <randerson@eld4.org>; Crystal Hosselton <Crystal.Hosselton@jalc.edu>
Subject: Team Leader Meeting Rescheduling

Hello again Team Leaders,

It has come to my attention that unfortunately SIU has sent out a breakfast meeting invite for two weeks from now which just so happens to fall on the same morning as our Fall Team Leader Meeting. While we do get this meeting on the calendar a year in advance to prevent any conflicts, SIU's schedule is out of your control and many of you probably want to hear their updates too.

It's hard to reschedule a meeting with so many people with such short notice, but I am going to try my best. Please [complete this poll](#) regarding your availability to reschedule. **Please mark ALL days/times that you can make work** for the Team Leader Meeting. I realize you probably have very limited availability since this is last minute and it's going to be hard to find a day that works for everyone, but hopefully we can. I even added a time option for the day SIU is doing their meeting in case you wanted to come to JALC in the afternoon and just get all the area college updates done in one day.

Thank you all for your cooperation!

Abby Porter

Manager of Dual Credit and Partnerships

[Schedule an Appointment With Me](#)

John A. Logan College

618-985-2828 Ext. 8276

Fall 2025 Dual Credit Team Leader Meeting

Wednesday September 17, 2025

F118

Meeting Agenda

1. Welcome & NACEP News
2. New Report a Concern Tool – Rachel Sveda-Webb
3. Upcoming Events
 - Student Ambassador Application Opens – October 1
 - Foundation Scholarship Application Opens – October 1
 - Parent Night – October 20
 - STEM Day – October 30
 - High School Partners Breakfast – November 5
 - Applied Technology Day – November 13
4. Registration Changes and Updates
5. Registration Testing Deadlines
6. Proposed Spring 2026 ORI 100 Offerings

Spring 2026		
First Block		
SECTION	DAY	TIME
08	W	4:00-5:40pm
09	R	5:00-6:40pm
67 (MLHS)	F	10:20-12:00
Second Block		
10	R	5:00-6:40pm
68 (MLHS)	F	10:20-12:00
Full Semester High School Sections		
64 (MB)	T	7:30-8:20am
55 (CD)	T	7:30-8:20am

7. Dual Credit Student & Teacher of the Year
8. Dual Credit Faculty Changes and HR Updates
9. MAT 100 to MAT 115
10. W/F Policy
11. CCPE Currency Funding Continuing
12. Dual Credit/Early College Committee

FY 2026 Budget Process & Planning Instructions

What 4.B Requires

HLC Criterion 4.B: The institution's financial and personnel resources effectively support its current operations. The institution's financial management balances short-term needs with long-term commitments and ensures its ongoing sustainability.

Summary

This one-sheet highlights how JALC demonstrates Criterion 4.B through a structured, transparent budget development process, supporting both ongoing operations and new initiatives, and ensuring financial sustainability.

Alignment to Criterion: Highlights

Structured Budget Development:

- Annual budget process includes review of current year results, identification of overages, and proactive planning for the next fiscal year.
- Budgeting is divided into "Continuing Operations" (recurring expenses) and "New Initiatives" (new programs, staffing, equipment, etc.).

Data-Informed Financial Planning:

- Multi-year history for each account item is provided to budget owners for context and analysis.
- Instructional videos and detailed workbooks support accurate, informed budget submissions.

Collaborative Review and Oversight:

- Budgets are submitted to supervisors for review, then compiled for Cabinet consideration, ensuring alignment with institutional priorities and financial constraints.

Included Artifacts

- **4.B - FY2026 Budget Development Process** — Detailed process, communications, and instructions for FY2026 budget planning

From: [Colby Chamness](#)
To: [Emily Monti](#)
Cc: [Susan LaPanne](#); [Budget](#)
Subject: FY2026 Budget Development Process
Date: Monday, November 18, 2024 12:59:58 PM
Attachments: [Monti, Emily Fund 01 2026 Budget proposals workbook.xlsx](#)

Sent on behalf of Dr. Susan LaPanne

Good afternoon,

I am inviting you to join us for the next step in the budget process for our upcoming FY 2025-2026 year!

Our first step was to review first quarter results of FY 2025 and contact anyone who has already exceeded any of their budget lines in order to make a plan to cover that overage. We will continue to review overspent accounts throughout the year, with notices occurring more frequently as the fiscal year continues. But the first quarter review was an important step as it is a reminder that we are under significant scrutiny related to this year's balanced budget requirement.

The second step, though, is to begin the process of estimating our upcoming expenses for the next fiscal year with plenty of time for review, discussion, analysis, and planning.

Much of our process will be the same as last year.

- We will be dividing the budgeting process for you into two parts:
 - Continuing Operations, which include only common and recurring expenses.
 - New Initiatives (where the forms will be very similar to last year's forms)
- We have created Instructional videos that are available to you as you are preparing your first-round budgets.

Our most significant change this year is that you will NOT be entering your Continuing Operations requests through BudgetPak. Instead, we are asking for you to forecast your continuing operations budget(s) into the attached Excel workbook.

- In reviewing what went well and what was less optimal from our last process, we noted that your need to enter budgets into BudgetPak takes a long time. The keystrokes needed, saving each entry, and the navigating through BudgetPak is time consuming.
- With our wish to lessen that burden, we believe that an Excel workbook will be a time-saver. Input is quicker and most everyone is familiar with the program.
- In addition, the workbooks contain a multi-year history for each account item to provide you with some perspective on prior budgeting and spending patterns. These were the workpapers that many of you received at in-person meetings during the last budget cycle. We received a lot of positive feedback that this information was very valuable!

Our plan, then, is to have you prepare your continuing operations budgets in Excel and to ***forward them to your immediate budget supervisor for review and submission*** to the Budget area via ***Budget@jalc.edu***.

Once we receive continuing operating budgets from you, we will input them into BudgetPak, where they will be available for you to view throughout the process.

As we did for the last budget cycle, there are 3 Instructional Videos available on the Business Office SharePoint, found here: <https://jalcollege.sharepoint.com/sites/BusinessOffice?market=en-US>

- **The ‘How to Budget Worksheet’ video** will provide you with an explanation of the Excel workbook and how to enter your budgets and how to send it forward for review and submission.
- **The ‘Final How to New Initiative’ video** is a review of the New Initiative Form and how to properly complete it. Please note that every new initiative that you are proposing should have its own form. You may find that you have several initiatives that you wish to have considered – or perhaps only one.
- **The ‘GL Lookup How To’ video** is an additional video that provides brief instructions for how to look up GL accounts.

As a reminder, the two parts of the budgeting process for this year are defined as follows:

The continuing operations budget – these are the common and recurring expenses that you need to operate next year as you have for this year, and they are entered into **Excel**.

1. The on-going budget in **Excel** includes only those expenses that will continue the way you do business currently, ***without*** any new programs, staff, furniture, construction, or IT costing \$500 or more.
 - a. Please be sure to provide details of the expenses as you enter them. For example, travel expenses for your department might include 2 people attending the ABC Conference, while you anticipate attending the XYZ Consortium.
 - b. The more information documented, the easier it will be for you to manage your departments in the upcoming year.
 - c. Salary and benefits information will appear in **BudgetPak** once completed by Payroll and HR– but you will not need to enter the information in the **Excel** workbook.
 - i. ***We will notify you when the salary and benefits have been imported into BudgetPak*** so that you may view that data and review it to be sure that it is correct for your area.

The new initiative requests – This is the second part of this year’s budget process. New Initiatives are new additions to your budget totaling over \$500. – This is the second part of this year’s budget process. New Initiatives are new additions to your budget totaling over \$500. – This is the second part of this year’s budget process. New Initiatives are new additions

to your budget totaling over \$500.

***The form and instructions can be found in the Business Office Share Point site using the link above.

1. **New initiatives** may be any one of those items – or they may be a combination.
 - a. Are you requesting that your office is painted? Or you have determined that there is a need for a new chair, table, etc. Perhaps your area is proposing a new staff member to address a recognized need – or new computer software or other IT-related device.
 - b. A new initiative might also be as complex as opening a new program. All of these are new initiatives.
2. New Initiatives also include:
 - i. *New Personnel* or a new staffing plan where one position will be reclassified to a different level.
 - ii. **New Construction** – including office painting, carpeting, or actual construction.
 - iii. **New Furniture**
 - iv. New IT Equipment or Software

Please be sure to use a separate New Initiative workbook for each new proposal.

Our deadline for **both Excel continuing-operations budget AND New Initiatives** is **Monday, December 16th** – as you are getting ready to leave for the Holiday/Winter break.

This timeframe will require that you **complete your budget input and submit them to your budget supervisor with time enough for your supervisor to review and submit to:**

Budget@jalc.edu

Our plan is to compile all budget submissions upon our return in January, so that Cabinet is able to begin their consideration of new programs. It is imperative that we can determine our expense projections for the whole institution with plenty of time to consider any alternatives that may be needed as we face constrained revenues.

THAT is the hard part of the process!

In the meanwhile, if you have ANY questions, please contact us so that we can help you get through the process.

This is our second year of the budget process “remodel”. Although we are hoping that we’ve ironed out any possible snags and improved parts of the process, there are sure to be some along the way. Please don’t spin your wheels – if something doesn’t make sense, please ask Colby Chamness, Daniela Brooks, or me. We are very happy to help – so that budgeting doesn’t feel worse than a root canal!

Thank you so much for all of your good work and passion on our mission to enrich our students' lives and the lives of those in our community –

Susan

JALC Program Review Template

What 4.C Requires

HLC Criterion 4.C: The institution engages in systematic strategic planning for quality improvement, relying on data from enrollment forecasts, financial capacity, student learning assessment, institutional operations, and the external environment.

Summary

This one-sheet highlights how JALC demonstrates Criterion 4.C through its Annual Academic Program Review process, which integrates assessment, cost-effectiveness, and strategic planning to drive continuous improvement.

Alignment to Criterion: Highlights

Systematic Program Review:

- Annual review covers program learning outcomes, achievement analysis, recruitment, cost-effectiveness, and quality indicators.
- Data sources include faculty input, Institutional Effectiveness and Research, and Business Services.

Data-Driven Decision Making:

- Review template prompts analysis of enrollment trends, student success rates, cost rankings, and equity gaps.
- Disaggregated data and dashboards support targeted improvement initiatives.

Strategic Planning for Quality Improvement:

- Template requires recommended goals, budgetary changes, and tactics for strategic planning, with timelines for implementation.
- Approvals by faculty, deans, and provost ensure accountability and alignment with institutional priorities.

Included Artifacts

- **4.C - FY26 Annual Program Review Template** — Comprehensive template for program review, assessment, and planning.

John A. Logan College
Annual Academic Program Review
FY 26

Academic Years Reviewed Summer 2024 – Spring 2025	Program/Discipline (Course Prefix):	<input type="checkbox"/> CTE <input type="checkbox"/> Academic Discipline
---	--	---

Program Title	Degree or Cert	Total Credit Hours	6-Digit CIP Code

Assessment: Program Learning Outcomes

Complete this section to review the academic discipline as a whole. Use the course specific review portion of this template for each course reviewed in the discipline.

P1. Program Learning Outcomes: What are the program learning outcomes? Source: Faculty	
---	--

P2. Achievement of Program Learning Outcomes: Review the assessment data. To what extent are the outcomes being achieved? Source: Faculty	
--	--

Review Analysis

Indicator 1: Need	Response		
1.1 Recruitment Plan: A. List specific recruitment activities from the past year and mark if they were successful. B. What are recruitment plans for current year? Source: Faculty	A. Last Year's Recruitment Activities	Successful?	
	1.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
	2.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
	3.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
	B. Recruitment Plans		
	1.		
	2.		
	3.		

1.2 Previous Annual Review Goals: List the recommended changes/goals from the last annual review? (See S1 in Previous Annual Review) Were you successful in accomplishing these? Yes, or No? Source: Faculty	List Previous Year's Goals		Achieved?	
	1.		YES <input type="checkbox"/>	NO <input type="checkbox"/>
	2.		YES <input type="checkbox"/>	NO <input type="checkbox"/>
	3.		YES <input type="checkbox"/>	NO <input type="checkbox"/>
1.3 Previous Year's Goals: If previous years goals were not achieved, how do you plan to achieve them this year? Source: Faculty				
1.4 Total courses offered/courses with largest enrollment: A. How many total courses are offered by the college in this program/discipline? B. What courses see the largest enrollment need from students? Source: Institutional Effectiveness and Research	A.			
	B.			
Indicator 2: Cost Effectiveness	Response			
2.1 Costs to the institution associated with this program (Course Prefix): Source: Business Services				
2.2 Program cost compared to other institutional programs: Source: Business Services				
2.3 How does this program cost compare to: A. Cost Ranking Within Division: (This program ranks 5th out of 15 in terms of cost within its division.) B. Cost Ranking Institution-Wide: (Across the institution, the program ranks 12th out of 30.) C. Financial Status: (The program currently operates with a [surplus/deficit].) Source: Faculty	A.			
	B.			
	C.			
2.4 How the college is paying for this program and its costs (e.g. grants, tuition, fees): Source: Business Services	Grants <input type="checkbox"/>	Tuition <input type="checkbox"/>	Fees <input type="checkbox"/>	
	If other, please explain:			

2.5 Revenue Analysis: Source: Business Services				
2.6 Student to Faculty Ratio: Source: Institutional Effectiveness and Research				
2.7 Course/Section fill rates: Source: Institutional Effectiveness and Research				
2.8 Enrollment Trends: Source: Institutional Effectiveness and Research				
2.9 Credit hours earned year to year: Source: Institutional Effectiveness and Research				
3. Does the review of cost effectiveness necessitate any actions or modifications? If yes, please describe. Source: Faculty				
Indicator 3: Quality	Response			
3.1 Delivery Methods: Are there alternative delivery methods in this discipline? (e.g. Online, flexible scheduling, Hi Flex, accelerated, team teaching, etc.)? Source: Institutional Effectiveness and Research	Online <input type="checkbox"/>	Hyflex <input type="checkbox"/>	Hybrid <input type="checkbox"/>	Accelerated Team Teaching <input type="checkbox"/>
	Other:			
3.2 Success Ratios by Delivery Method: Course Completion & Successful Grade Rate Source: Institutional Effectiveness and Research				
3.3 Program Sequence: Analyze the course sequence of the program. Are there any changes that could improve student success? (e.g. Move math to Fall 1 semester; ENG 101 should occur before PSY 203; Remove or add pre-reqs to courses.) Source: Faculty				
3.4 Professional Development: List specific professional development(s) you completed this year, and what do you plan to do in current year? Source: Faculty	1.			
	2.			
	3.			
3.5 Work-based learning, apprenticeships, internships and/or service-learning opportunities: A. Identify any work-based learning, apprenticeships, internships and/or service-learning opportunities that are available and integrated into the curriculum. B. How do these opportunities improve the quality of the program? In what ways can these opportunities be improved? (Respond N/A if this does not apply to this program.) Source: Faculty	A.			
	B.			

3.6 Industry Accreditations: A. Is industry accreditation required for this program (e.g. nursing)? If so, identify the accrediting body. B. Please also list if the college has chosen to voluntarily seek accreditation (e.g. automotive technology, ASE). (Respond N/A if this does not apply to this program) Source: Faculty	A.
	B.

3.7 Industry Recognized Credentials A. Are there industry-recognized credentials embedded within this program? If so, please list. B. What credentials, if any, could be added? (Respond N/A if this does not apply to this program) Source: Faculty	A.
	B.

3.8 Articulation/Cooperative Agreements/Partnerships: A. What current articulation, cooperative agreements/initiatives or partnerships are in place for this program? B. What could be added in current year? Source: Faculty	A.
	B.

Performance and Equity

	Year 1	Year 2	Year 3	Year 4	Year 5
E1. Number of Students Enrolled Source: Institutional Effectiveness and Research					
E2. Credit Hours Produced Source: Institutional Effectiveness and Research					
E3. Success Rate (% C or better) at the end of the course, excluding withdrawals and audits (for each course in the program) Source: Institutional Effectiveness and Research					
E4. How does the data support the course/program goals? Source: Faculty					
E5. Disaggregated data Source: Institutional Effectiveness and Research	<i>See dashboard on the IER SharePoint page.</i>				
E6. Identify any equity gaps and planned initiatives to close Source: Faculty					

Summary

	Identify Goals for Current Year	Completion Date
S1. Recommended Goals for Current Year: Based on this review and assessment, what recommended changes/goals are needed this year to make this program more successful? Source: Faculty	1.	
	2.	
	3.	
S1.1. Include a timeline for proposed changes. Source: Faculty		
2. Budgetary Changes: Based on this review, what budgetary changes are needed to make this program more cost-effective? Source: Faculty		
S3. Strategic Planning: Based on this review, list the tactics that will be incorporated into your strategic planning. Source: Faculty	1.	
	2.	
	3.	

Approvals

Faculty:	
Assistant Dean:	
Dean:	
Assistant Provost:	