

SPRING 2020
PROGRAM REVIEW STEERING COMMITTEE
Non-Instructional *Comprehensive* Evaluation
Committee Feedback Report

Department/Program: Career Service
 Author(s): Michelle Campuzano, Lorena Quiroz, Full-time counselors, George Dowden.

SECTIONS	Initial	Evolving	Established	N/A
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Section I: Program Overview and Update			X	
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Commendations: **Mission is clear**

Recommendations:

Additional Comments:

Section II: Program Reflection and Description		X		
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Commendations: **Career service clearly supports College Strategic Plan**

Recommendations: Continue to work on having the service area description placed in the catalog. (DV)

Additional Comments:

Section III: Course Curriculum	n/a	n/a	n/a	n/a
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Commendations: n/a

Recommendations: n/a

Additional Comments: N/A				
Section IV: Degree & Certificate	n/a	n/a	n/a	n/a

Commendations: n/a

Recommendations: n/a

Additional Comments: n/a

Section V: Student Service Area Assessment & Data Analysis		X		
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Commendations:
 Great steps to improve student success by building a solid Career Services infrastructure. (DV)

Recommendations:
 Q46 gives a good snapshot of student users, SARS scheduling system, workshops surveys, outreach to specific groups of students. Has Career Services done a thorough analysis of the data (e.g why more female than male use services?)
 Q54 describes your SLO assessment by student workshop surveys. Has Career Service done a thorough analysis the results of these surveys and made any changes to improve workshop?

Additional Comments:

Section VI: Service Area Assessment and Institutional Effectiveness			X	
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Commendations:
 Q57 and Q58 strengths and challenges are clearly described

Recommendations:

Additional Comments:

Section VII: Previous Goals		X		
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Commendations:

Recommendations:

Additional Comments:

Q62 Previous Goal 1: To increase the number of students who seek career advising and career counseling by expanding services and access to a comprehensive Career Center.

The phrase “increase the number of students” could go in the evaluation or action plan sections?

Increase student career readiness by ...

Prepare students for career success through advising, counseling, and instruction?

Offer distance career advising and career planning?

Become a pipeline to employment;

Foster employer relationships

Section VII: New Goals				n/a
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Commendations:

Recommendations:

Additional Comments: