

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

Department/Program: Vice President Administrative Services

Author(s): Nicole Salgado, Francisco Gonzalez

SECTIONS	Initial	Evolving	Established	N/A
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Section I: Program Overview and Update			x	
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Commendations:
 College Mission (Q5) service support description is clear and concise.

Recommendations:
 PRSC commends interim VPAS Nicole and her efforts to support College.

Additional Comments:

Section II: Program Reflection and Description			x	
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Commendations:
 Q55 description is clear. Q59-60 challenges are clearly identified and possible solutions are in progress.

Recommendations:
 Q60 states “we plan to conduct a division-wide assessment.”; will this be connected to a particular goal?

Additional Comments:

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

Recommendations: n/a

Additional Comments:

Section IV: Degree & Certificate	n/a	n/a	n/a	n/a
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Commendations: n/a

Recommendations: n/a

Additional Comments: n/a

Section V: Student Service Area Assessment & Data Analysis				
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Commendations:

Recommendations:

Additional Comments:

Section VI: Service Area Assessment and Institutional Effectiveness			x	
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Commendations:
 PRSC team recognizes the challenges stated in Q58 regarding communication with district on procedures; perhaps this can be tied to one of your goals?

Recommendations:

Additional Comments:

Section VII: Previous Goals		x		
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Commendations:

Q80: In Goal 3 which focuses on improving communication. VPAS is commended for communication efforts such as communicating all facilities updates.

Recommendations:

Q89: This reader would recommend choosing another word for structure in Goal 4 , *“Improve the structure of the Division to improve the operations of the college”*. In your annual update 2019, this goal 4 addressed the staffing issues and action steps.

In this Comprehensive PR, this goal 4 addressed facilities square footage. Perhaps this Goal 4 could be connected to Q5 which states, *“ Provide faculty, staff, and students with services related to duplicating, cashier, travel requests, book store, switchboard, mailroom, and catering”* ?

Q60 states *“we plan to conduct a division-wide assessment.”*; will this be connected to a particular goal?

Additional Comments:

Section VII: New Goals				none
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Commendations:

Recommendations:

Additional Comments: