Curriculum & Assessment Committee Program Review Rubrics

Program: CIS   **CAC Member:**   Kathy Hayes

Date: 2/7/12

RECOMMENDATIONS RUBRIC (*NB: Each recommendation in the program review will have one of these e.g., your assigned program review has 8 recommendations; there will be 8 completed recommendation rubrics*).

RECOMMENDATION RESTATED: Change of textbook(s) that is/are more appropriate for 2-year Programs and change of textbooks and/or course outlines that would allow students easier transitions to other higher institutions like University of Hawaii and University of Guam to name just a few.

Is the recommendation?....	YES	NO (if no please comment)
SPECIFIC *Is it exact? Is it stimulating? Is it interesting?*	X	
MEASURABLE *Can you quantify it? Is it motivating? Is the data available to measure it?*	X	
ACHIEVABLE *Can you achieve it? Is it appropriate?*	X	
REALISTIC *Can you achieve it with your current environment? Is it relevant to the current situation? Is it feasible in the current time frame?*	X	
TIME BOUND *Have you set a deadline? Is it tractable?*		No deadline stated
EXTENDING *Is it challenging? Is it stretching?*		This is just a textbook change and easily achieved by filling out a course modification form and forwarding to the CAC for approval.
REVIEWED *Has it been endorsed by appropriate staff, supervisors and committees?*		Not stated.

HOW DOES IT LINK TO THE 10 PRIORITIZATION CRITERIA?	1 = recommendation doesn't relate at all
1) Quality of outcome **2)** Impact, justification and overall essentiality of the program **3)** Size, scope and productivity of the program **4)** External demand for the program **5)** Internal demand for the program **6)** Revenue and other resources generated by the program **7)** Costs and other expenses associated with the program **8)** History, development, and expectations of the program **9)** Quality of program inputs and processes **10)** Opportunity analysis of the program	2 = relates a little 3 = relates moderately 4 = relates a lot 5 = recommendation is highly related Assign a number 1-5 according to how the recommendation relates to each criterion e.g……

Prioritization criteria #									
1	2	3	4	5	6	7	8	9	10
5	1	1	1	1	1	1	4	1	1

RECOMMENDATIONS RUBRIC (*NB: Each recommendation in the program review will have one of these e.g., your assigned program review has 8 recommendations; there will be 8 completed recommendation rubrics*).

RECOMMENDATION RESTATED: A separate computer Server for Business Division

Is the recommendation?….	YES	NO (if no please comment)
SPECIFIC *Is it exact? Is it stimulating? Is it interesting?*	x	
MEASURABLE *Can you quantify it? Is it motivating? Is the data available to measure it?*	x	
ACHIEVABLE *Can you achieve it? Is it appropriate?*		With current financial issues at COM????
REALISTIC *Can you achieve it with your current environment? Is it relevant to the current situation? Is it feasible in the current time frame?*		With current financial issues at COM????
TIME BOUND *Have you set a deadline? Is it tractable?*		No deadline set
EXTENDING *Is it challenging? Is it stretching?*	x	
REVIEWED *Has it been endorsed by appropriate staff, supervisors and committees?*		Not stated

HOW DOES IT LINK TO THE 10 PRIORITIZATION CRITERIA?	1 = recommendation doesn't relate at all
1) Quality of outcome 2) Impact, justification and overall essentiality of the program 3) Size, scope and productivity of the program 4) External demand for the program 5) Internal demand for the program 6) Revenue and other resources generated by the program 7) Costs and other expenses associated with the program 8) History, development, and expectations of the program 9) Quality of program inputs and processes 10) Opportunity analysis of the program	2 = relates a little 3 = relates moderately 4 = relates a lot 5 = recommendation is highly related Assign a number 1-5 according to how the recommendation relates to each criterion e.g……

Prioritization criteria #									
1	2	3	4	5	6	7	8	9	10
4	4	4	1	1	5	3	2	2	1

RECOMMENDATIONS RUBRIC (*NB: Each recommendation in the program review will have one of these e.g., your assigned program review has 8 recommendations; there will be 8 completed recommendation rubrics).*

RECOMMENDATION RESTATED: Add new Elective courses that student could choose from and at the same time one that is relevant on community needs and also could be good for credits on other schools e.g., Introduction to Adobe Photoshop, Games programming, Practical MS access and Data-driven websites.

Is the recommendation?….	YES	NO (if no please comment)
SPECIFIC *Is it exact? Is it stimulating? Is it interesting?*	x	
MEASURABLE *Can you quantify it? Is it motivating? Is the data available to measure it?*	x	
ACHIEVABLE *Can you achieve it? Is it appropriate?*	x	
REALISTIC *Can you achieve it with your current environment? Is it relevant to the current situation? Is it feasible in the current time frame?*	x	
TIME BOUND *Have you set a deadline? Is it tractable?*		No deadline set. New course outlines need to be written and recommended/approved.

EXTENDING *Is it challenging? Is it stretching?*	x	
REVIEWED *Has it been endorsed by appropriate staff, supervisors and committees?*		not stated

HOW DOES IT LINK TO THE 10 PRIORITIZATION CRITERIA? 1) Quality of outcome 2) Impact, justification and overall essentiality of the program 3) Size, scope and productivity of the program 4) External demand for the program 5) Internal demand for the program 6) Revenue and other resources generated by the program 7) Costs and other expenses associated with the program 8) History, development, and expectations of the program 9) Quality of program inputs and processes 10) Opportunity analysis of the program	1 = recommendation doesn't relate at all 2 = relates a little 3 = relates moderately 4 = relates a lot 5 = recommendation is highly related Assign a number 1-5 according to how the recommendation relates to each criterion e.g……

Prioritization criteria #									
1	2	3	4	5	6	7	8	9	10
5	5	5	4	4	5	5	5	3	?