**Executive Summary**

0. Executive Summary

Summarize your program's strengths, opportunities, challenges, and action plans.

**Program Context**

1. Mission

How does your program align with the college's mission? If your program has a mission statement, include it here.

2. Program Description

Program Description.

3. Community & Labor Needs

Describe how changes in community needs, employment needs, technology, licensing, or accreditation affect your program.

**Looking Back**

4. Major Accomplishments

Describe major accomplishments.

5. Impact of Resource Applications

Describe the impact to date that each new resource (staff, non-instructional assignment, equipment, facilities, research, funding) has had on your program/department/office and measures of student success or client satisfaction.

**Current State of the Program**

6A. State of the Program - Observation

Describe the current state of the program (include strengths and challenges).

6B. State of the Program - Evaluation

What changes could be implemented to improve your program?

7A. SAO Assessment Plan

Describe your program's SAO assessment plan.

7B. SAO Assessment Results and Impact

Summarize the findings of your program's SAO assessments. What are some improvements that have been, or can be, implemented as a result of SAO assessment?

**Goals and Resource Requests**

Goal Status (Choose if this is a new, continuing, or completed goal. Be sure to update this each program review cycle)

Goal Title (Give your goal a short 3-5 word descriptive title)

Goal Description (describe your goal in detail, including what you’re planning to accomplish and why)

Program Review Cycle When the Goal Begins (Enter the program review cycle when you’ll begin working on this goal)

Who’s Responsible for this Goal?