



Annual Program Plan Feedback - SSPC

Program: Assessment/Orientation/Registration

SSPC Member(s) Reviewers: Robin Richard

The purpose of this form is to provide feedback to the Program Team.

I. SLOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
1. What program improvements have been implemented due to the SLO assessments?				<i>great info/ improvements made</i>
2. How has student learning been improved due to the changes made?				
Comments/Questions: <i>very good use of data</i>				

II SAOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
3. Status of SAO Assessment Cycle.				<i>good plans to increase feedback</i>
Comments/Questions:				

Annual Program Plan Feedback - SSPC

IV. <u>Faculty and Staff Hiring Request</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.</i>				
1. Justification is consistent with accurate data.		YA		
2. Justification fits Program /Department/Division/College needs				
Comments/Questions:				

V. <u>Professional Development Needs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs</i>				
Justification is consistent with Department/Program needs				✓
Comments/Questions:				

VI. <u>Equipment Request (Item description, Number of Items, Total Cost)</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost</i>				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions:				



Annual Program Plan Feedback - SSPC

VII. <u>Facilities Request</u> (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.</i>				
Justification is consistent with Department/Division/College needs				✓
Comments/Questions: <i>yes, 9-106 should be given to welcome ctr to use</i>				

SSPC Co-Chair Signature: U Date: _____

VPSS Signature: Robin Richardi Date: 5/12/15



Annual Program Plan Feedback - SSPC

Program: Assessment / ORI + Reg

SSPC Member(s) Reviewers: Bob Haick

The purpose of this form is to provide feedback to the Program Team.

I. <u>SLOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?				4 questions Increase of knowledge ✓
Comments/Questions: Good questions on the survey, they also made them accountable for knowing services + their course plan				

II <u>SAOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
3. Status of SAO Assessment Cycle.				X
Comments/Questions: Wow 99% awesome!				

Annual Program Plan Feedback - SSPC

IV. <u>Faculty and Staff Hiring Request</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.</i>				
1. Justification is consistent with accurate data.				
2. Justification fits Program /Department/Division/College needs				
Comments/Questions:				

V. <u>Professional Development Needs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs</i>				
Justification is consistent with Department/Program needs				✓
Comments/Questions: good choice of conferences will build knowledge + Best Practices Depth -				

VI. <u>Equipment Request (Item description, Number of Items, Total Cost)</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost</i>				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions:				



Annual Program Plan Feedback - SSPC

Program: Orientation, Assessment, Matriculation.

SSPC Member(s) Reviewers: Gloria Darafshi

The purpose of this form is to provide feedback to the Program Team.

Inc. student knowledge of SSSP

I. SLOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
1. What program improvements have been implemented due to the SLO assessments? 2. How has student learning been improved due to the changes made?				✓ Provided data results for surveys, etc.
Comments/Questions: 33% inc. smc 26% req. 33% knowledge of placement sample - 100 students				

Inc. student satisfaction of Orientation

II SAOs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
3. Status of SAO Assessment Cycle.				✓ presented
Comments/Questions: 99% were satisfied. survey results - 99% of students were satisfied.				



Annual Program Plan Feedback - SSPC

IV. <u>Faculty and Staff Hiring Request</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.</i>				
N/A				
1. Justification is consistent with accurate data.				
2. Justification fits Program /Department/Division/College needs				
Comments/Questions:				

V. <u>Professional Development Needs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs</i>				
Justification is consistent with Department/Program needs				✓
Comments/Questions: CACCRAD WAVES - Veterans CAI ongoing assessment				

VI. <u>Equipment Request (Item description, Number of Items, Total Cost)</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost</i>				
N/A				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions:				



Annual Program Plan Feedback - SSPC

VII. <u>Facilities Request</u> (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.</i>				
Justification is consistent with Department/Division/College needs				✓ provided justification for facilities request.
Comments/Questions: PEP and Gen. Ed. Assessments - need 9-10G.				

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____



Annual Program Plan Feedback - SSPC

Program: Assessment, Orientation, Registration

SSPC Member(s) Reviewers: Soraya Sohrabi

The purpose of this form is to provide feedback to the Program Team.

I. <u>SLOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
1. What program improvements have been implemented due to the SLO assessments?				✓
2. How has student learning been improved due to the changes made?				
Comments/Questions: <i>great data, clear info on slo's and the measurements.</i>				

II <u>SAOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
3. Status of SAO Assessment Cycle.				✓
Comments/Questions: <i>Clear measurement of SAO</i>				

Annual Program Plan Feedback - SSPC

IV. Faculty and Staff Hiring Request	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.</i>				
1. Justification is consistent with accurate data.				✓
2. Justification fits Program /Department/Division/College needs				✓
Comments/Questions:				

V. Professional Development Needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs</i>				
Justification is consistent with Department/Program needs				✓
Comments/Questions:				

VI. Equipment Request (Item description, Number of Items, Total Cost)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost</i>				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions:				



Annual Program Plan Feedback - SSPC

VII. Facilities Request (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.</i>				
Justification is consistent with Department/Division/College needs				✓
Comments/Questions:				

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____

Annual Program Plan Feedback - SSPC

IV. <u>Faculty and Staff Hiring Request</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.</i>				
1. Justification is consistent with accurate data.		PLA		
2. Justification fits Program /Department/Division/College needs				
Comments/Questions:				

V. <u>Professional Development Needs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs</i>				
Justification is consistent with Department/Program needs				✓
Comments/Questions: admission go to conference vet work conf CME conf + ongoing OPPS				

VI. <u>Equipment Request (Item description, Number of Items, Total Cost)</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost</i>				
1. Complete source/cost information		PLA	PLA	
2. Justification is consistent with Department/Division/College needs				
Comments/Questions:				



Annual Program Plan Feedback - SSPC

VII. <u>Facilities Request</u> (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.</i>				
Justification is consistent with Department/Division/College needs				✓
Comments/Questions:				

priority of 9/06

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____

Fantastic Presentation
Great visuals



Annual Program Plan Feedback - SSPC

Program: Registration, Orientation, Assessment
SSPC Member(s) Reviewers: Kim Lopez

The purpose of this form is to provide feedback to the Program Team.

I. <u>SLOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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Guidelines: This section should include the following:

1. What program improvements have been implemented due to the SLO assessments?
2. How has student learning been improved due to the changes made?



Comments/Questions:

increase knowledge by 100% - large increases in knowledge.
100 students completed SLO's

II <u>SAOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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Guidelines: This section should include the following:

3. Status of SAO Assessment Cycle.



Comments/Questions:

Student Satisfaction Survey 99% satisfaction

Excellent!!!

Annual Program Plan Feedback - SSPC

Facilities

IV. <u>Faculty and Staff Hiring Request</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.				
1. Justification is consistent with accurate data.				✓
2. Justification fits Program /Department/Division/College needs				✓
Comments/Questions: <i>Requesting priority vsc of 9-106 (for Ori/Assessment)</i>				

V. <u>Professional Development Needs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs				✓
Comments/Questions: <i>CACRO, WAVES, CAI,</i>				

VI. <u>Equipment Request (Item description, Number of Items, Total Cost)</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions:				

Faculty/Staff Annual Program Plan Feedback - SSPC

VII. Facilities Request (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.</i>				
Justification is consistent with Department/Division/College needs				
Comments/Questions: NA				

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____



Annual Program Plan Feedback - SSPC

Program: Assessment, Orientation & Registration

SSPC Member(s) Reviewers: Supinda Sinhekapong

The purpose of this form is to provide feedback to the Program Team.

I. <u>SLOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i> ✓				
1. What program improvements have been implemented due to the SLO assessments?				
2. How has student learning been improved due to the changes made?				
Comments/Questions: <u>more than 10% increase</u>				

II <u>SAOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i> ✓				
3. Status of SAO Assessment Cycle.				
Comments/Questions: <u>plan send follow up emails to register, take rate only 75% new SAO Summer & fall registration</u>				



Annual Program Plan Feedback - SSPC

IV. Faculty and Staff Hiring Request	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.</i>				
1. Justification is consistent with accurate data.				
2. Justification fits Program /Department/Division/College needs				
Comments/Questions:				

V. Professional Development Needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs</i>				
Justification is consistent with Department/Program needs		✓		
Comments/Questions: CALCRODA, WAVE, CAI opportunities to share				

VI. Equipment Request (Item description, Number of Items, Total Cost)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost</i>				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions:				



Annual Program Plan Feedback - SSPC

VII. <u>Facilities Request</u> (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.</i>				
Justification is consistent with Department/Division/College needs			✓	
Comments/Questions: <i>a-106 will it limit use to other programs?</i>				

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____



Annual Program Plan Feedback - SSPC

Program:

Admissions, Welcome Center
Orientation, Registration

SSPC Member(s) Reviewers:

Lizette Bricker

The purpose of this form is to provide feedback to the Program Team.

I. <u>SLOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
1. What program improvements have been implemented due to the SLO assessments?				X
2. How has student learning been improved due to the changes made?				
Comments/Questions: <u>Excellent Work.</u>				

II <u>SAOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
3. Status of SAO Assessment Cycle.				X
Comments/Questions: <u>Very clear and and concise.</u>				



Annual Program Plan Feedback - SSPC

IV. <u>Faculty and Staff Hiring Request</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.</i>				
1. Justification is consistent with accurate data.				
2. Justification fits Program /Department/Division/College needs				
Comments/Questions: n/A				

V. <u>Professional Development Needs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs</i>				
Justification is consistent with Department/Program needs				
Comments/Questions: Great suggestions.				

VI. <u>Equipment Request (Item description, Number of Items, Total Cost)</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost</i>				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions: n/A				



Annual Program Plan Feedback - SSPC

Program:

ADMISSIONS, WELCOME CTR., ORIENTATION, REGISTRATION

SSPC Member(s) Reviewers:

MELISSA ALFARO

The purpose of this form is to provide feedback to the Program Team.

I. <u>SLOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
1. What program improvements have been implemented due to the SLO assessments?				X
2. How has student learning been improved due to the changes made?				X
Comments/Questions: <u>Impact of resp compas - Orientation by pre-trip</u> <u>74% take rate for crit reg. - sky room - 202</u>				

II <u>SAOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
3. Status of SAO Assessment Cycle.				X
Comments/Questions: <u>Increase crit. assess, form</u> <u>Increase student awareness by work</u> - <u>99% of crit - 1% not - 4 diff assess</u> <u>sampled 100 students</u>				



Annual Program Plan Feedback - SSPC

IV. <u>Faculty and Staff Hiring Request</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.</i>				
1. Justification is consistent with accurate data.	X			
2. Justification fits Program /Department/Division/College needs	X			
Comments/Questions:				

V. <u>Professional Development Needs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs</i>				
Justification is consistent with Department/Program needs				X
Comments/Questions:				

VI. <u>Equipment Request (Item description, Number of Items, Total Cost)</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost</i>				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions:				



Annual Program Plan Feedback - SSPC

Program: Assessment, Orientation & Outreach

SSPC Member(s) Reviewers: Margie Carrington

The purpose of this form is to provide feedback to the Program Team.

I. <u>SLOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
1. What program improvements have been implemented due to the SLO assessments?				X
2. How has student learning been improved due to the changes made?				
Comments/Questions: <u>100 student sampled</u>				

II <u>SAOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
3. Status of SAO Assessment Cycle.				X
Comments/Questions: <u>Satisfactorily goal measurable & achieved - need to develop</u>				

new one for 15-16 phase unlikely to move from 99%-100%

Annual Program Plan Feedback - SSPC

IV. <u>Faculty and Staff Hiring Request</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.</i>				
1. Justification is consistent with accurate data.				
2. Justification fits Program /Department/Division/College needs				
Comments/Questions:				

V. <u>Professional Development Needs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs</i>				
Justification is consistent with Department/Program needs				X
Comments/Questions: <i>Should support funding for prof development</i>				

VI. <u>Equipment Request (Item description, Number of Items, Total Cost)</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost</i>				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions: <i>none</i>				



Annual Program Plan Feedback - SSPC

VII. Facilities Request (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.</i>				
Justification is consistent with Department/Division/College needs				X
Comments/Questions: <i>priority use of 9-106</i>				

SSPC Co-Chair Signature:

Margaret L. Miller

Date:

5/13/15

VPSS Signature: _____

Date: _____



Annual Program Plan Feedback - SSPC

Program: OAR

SSPC Member(s) Reviewers: _____

The purpose of this form is to provide feedback to the Program Team.

I. <u>SLOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
1. What program improvements have been implemented due to the SLO assessments?				
2. How has student learning been improved due to the changes made?				
Comments/Questions: <i>excellent</i>				

II <u>SAOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: This section should include the following:</i>				
3. Status of SAO Assessment Cycle.				
Comments/Questions: <i>excellent</i>				



Annual Program Plan Feedback - SSPC

IV. <u>Faculty and Staff Hiring Request</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.				
1. Justification is consistent with accurate data.				
2. Justification fits Program /Department/Division/College needs				
Comments/Questions: <i>complete NA</i>				

V. <u>Professional Development Needs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs				
Comments/Questions: <i>yes</i>				

VI. <u>Equipment Request (Item description, Number of Items, Total Cost)</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information				
2. Justification is consistent with Department/Division/College needs				
Comments/Questions: <i>NA</i>				



Annual Program Plan Feedback - SSPC

VII. Facilities Request (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
<i>Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.</i>				
Justification is consistent with Department/Division/College needs				
Comments/Questions: <i>yes ! 9-106 should be allocated to the services</i>				

SSPC Co-Chair Signature: _____ Date: _____

VPSS Signature: _____ Date: _____