

Appendix A

PROGRAM EVALUATION REQUEST FORM

Program Name: _____

This Program Evaluation Request may be completed by members of the administration or faculty, or the Program Review Committee, or the Academic Senate. Submit the completed request, along with the program’s most recent Program Review, to the appropriate Dean/Director who shall forward it CIO. The decision to move the request forward to the CEO is made jointly by the CIO and the Academic Senate Co-Presidents. The CEO determines whether the Program Evaluation Committee will proceed with the evaluation process.

MULTIPLE INDICATORS (please check multiple indicators below)

✓	Multiple Indicators (please check the indicators below)
	Enrollment has declined at least three of the last five years.
	FTES/FTEF is consistently below the district average, or has declined at least three of the last five years.
	Success rates are consistently below the district average, or have declined at least three of the last five years.
	Retention rates are consistently below the district average, or have declined at least three of the last five years.
	Program completions are consistently below the division’s district average, or have declined at least three of the last five years.
	Insufficient availability of courses for students to complete the program within its stated duration.
	Nonaligned with state, the Chancellor’s Office priorities or College mission.
	Nonaligned with federal and state law.
	Lack of available program personnel (faculty/staff).
	Inadequate equipment and/or facilities.
	Changes in the local and/or regional job market.
	Changes in community/student needs or interests.
	Change in transfer requirements.
	Diminished outside funding resources.
	Program creates financial hardship for the institution.
	Budget concerns and lack of sufficient funding.
	Outdated curriculum.
	Other:

Name/s of Requestor

Date

Approved

Denied 

President/Superintendent

Date