

Service Area Annual Update Questions 2024-25

About Annual Updates

Program review, analysis, and evaluation are an essential part of institutional planning and development if the college is to meet the ever-changing needs of the community it serves. Therefore, the ability to measure the college's potential for institutional health lies in its capability to review and evaluate its instructional and services programs within the context of overall institutional effectiveness and to address identified needs accordingly.

The Annual Update gives each department/program an opportunity to review and assess the progress of their program since the last Program Review, revise program goals, and refine their plan for achieving those goals over the next academic year.

Annual Update - Service Areas

1. Describe and highlight your area's most significant accomplishments this past year.
2. Describe any significant changes and/or developments that occurred in your area and the impact of these changes on your area.
3. Provide an update on the progress of the goals identified in your last Program Review. What does the area hope to accomplish this year?
4. SAO Update and Analysis: (use your department Closing-the-Loop documents to complete the following questions)
 - Analyze and evaluate the assessment results of each Service Area Outcome (SAO) and briefly summarize whether the target objectives for each SAO were met.
 - Describe any instructional changes, action steps, or objectives you will implement as a result of SAO assessments. If none, please explain.