

Q1 SUPPORT OF THE COLLEGE MISSION Highly Developed: Exhibits ongoing and systematic evidence of mission achievement. Developed: Exhibits evidence that planning guides program and services selection that supports the college's mission. Emerging: Evidence that planning intermittently informs some selection of services to support the college's mission. Initial: Minimal evidence that plans inform selection the of services to support the college's mission.

Answered: 9 Skipped: 0

	HIGHLY DEVELOPED	DEVELOPED	EMERGING	INITIAL	TOTAL	WEIGHTED AVERAGE
(no label)	22.22%	55.56%	11.11%	11.11%		
	2	5	1	1	9	2.89

#	FEEDBACK:	DATE
1	The review document talks about plans, but does not provide evidence.	3/12/2019 3:04 PM
2	Covers all initiatives with well-defined functional areas.	3/12/2019 12:00 AM
3	Narrative links to the mission. Metrics are provide. Achievement is not defined.	3/6/2019 5:20 PM
4	Evidence of Distance education on a National level and state level provided. Specific Data for KCC is thin and as of 2015 figure 3. Chart 1 shows total enrolment but what part is retention? Also this shows kind of a small increase chart 2. Some further analysis and summery for reader.	3/1/2019 3:29 PM
5	This will definitely be highly developed when they're more established.	2/26/2019 11:51 AM

Q2 ACCOMPLISHMENTS IN ACHIEVING STRATEGIC GOALS Highly Developed: Exhibits ongoing and systematic evidence of goal achievement. Developed: Exhibits evidence that planning guides services selection that supports goal achievement. Emerging: Evidence that planning intermittently informs some selection of services to support the goal achievement. Initial: Minimal evidence that plans inform selection of services to support goal achievement.

Answered: 9 Skipped: 0

	HIGHLY DEVELOPED	DEVELOPED	EMERGING	INITIAL	TOTAL	WEIGHTED AVERAGE
(no label)	0.00%	22.22%	66.67%	11.11%		
	0	2	6	1	9	2.11

#	FEEDBACK:	DATE
1	I admire the department for recognizing the circumstances and limitations of the prior period and the fact they self identify that they did NOT meet strategic goals, but are in process of evaluation and creating structures/process for future success	3/13/2019 5:28 PM
2	The first goals lists providing work shops, but how many attended them. Was it effective? Two other goals are stated as not being pursued. The fourth goal doesn't actually state what the goal is.	3/12/2019 3:04 PM

Copy of Non-Instructional Department Review: DE/CTL

3	Despite the non-alignment of past goals to current CTL/DE vision, there has been significant accomplishments within the first two goals.	3/12/2019 12:00 AM
4	In revision stage.	3/6/2019 5:20 PM
5	I would have liked to have you address whether previous goals were met. Goal 1 workshops etc provided. Participation? Improved teaching? Goal 2 is verbose. Its ok to move away from vague goal. Goal 3 no data other than not relevant Goal 4 not met and now dependent on more infrastructure and personnel.	3/1/2019 3:29 PM
6	Metrix fit there new goals or old goals	2/26/2019 5:33 PM
7	I am not convinced that abandoning the goals 2 and 3 is a wise decision. Perhaps a more explicit explanation of how/why these goals aren't relevant would help.	2/26/2019 12:54 PM
8	The CTL team has made solid goals, but as they're new, they will take a bit to reach.	2/26/2019 11:51 AM

Q3 PERSONNEL SUMMARY Highly Developed: Employs a sufficient number of qualified personnel to maintain its support and operations functions, and job duties accurately reflect duties, responsibilities and authority of the position. Developed: Employs an adequate number of qualified personnel to maintain its support and operations functions, and job duties accurately reflect the majority of job duties, responsibilities and authority of the position. Emerging: Has a plan to employ an adequate number of qualified personnel to maintain its support and operations functions, and job duties accurately reflect the majority of job duties, responsibilities and authority of the position. Initial: Staffing is insufficient to meet the needs of the program.

Answered: 9 Skipped: 0

	HIGHLY DEVELOPED	DEVELOPED	EMERGING	INITIAL	TOTAL	WEIGHTED AVERAGE
(no label)	0.00%	55.56%	44.44%	0.00%	9	2.56
	0	5	4	0		

#	OTHER (PLEASE SPECIFY)	DATE
1	See above. This is a department that is obviously evolving, but it is apparent there is vision for the potential. Position Descriptions were helpful for context. Core need (for space) was identified.	3/13/2019 5:28 PM
2	The job duties do not seem to relate to the department goals.	3/12/2019 3:04 PM
3	None	3/12/2019 12:00 AM
4	Staff positions described.	3/6/2019 5:20 PM
5	Department of 5. Well documented duties. You do not present a case for why more staff is needed. Or what they would do. AND if you don't get additional staff how you will address department needs.	3/1/2019 3:29 PM
6	Overall staffing is working, but the CTL indicated a need for an Instructional Technology Support Technician.	2/26/2019 11:51 AM

Q4 STAFF DEVELOPMENT Highly Developed: Exhibits ongoing and systematic support of professional development opportunities.

Developed: Exhibits support of regular professional development opportunities. Emerging: Evidence of intermittent professional development opportunities. Initial: Minimal evidence of professional development opportunities.

Answered: 9 Skipped: 0

	HIGHLY DEVELOPED	DEVELOPED	EMERGING	INITIAL	TOTAL	WEIGHTED AVERAGE
(no label)	22.22%	44.44%	22.22%	11.11%		
	2	4	2	1	9	2.78

#	FEEDBACK:	DATE
1	Current staff seem to have access to a professional development track/information that will benefit department and institution/	3/13/2019 5:28 PM
2	Almost all of the staff is new.	3/12/2019 3:04 PM
3	Receive regular access and funding to relevant trainings.	3/6/2019 5:20 PM
4	Are these training opportunities completed or the projected possibilities?	3/1/2019 3:29 PM
5	Current and future plans for professional development look very solid.	2/26/2019 12:54 PM

Q5 FACILITIES AND EQUIPMENT Highly Developed: Facilities and resources meet current and future needs of the college. Developed: Facilities and resources meet current needs of the college. Emerging: Evidence of a plan to have facilities and resources meet current and future needs of the college. Initial: Minimal evidence that facilities and resources meet current and future needs of the college.

Answered: 9 Skipped: 0

	HIGHLY DEVELOPED	DEVELOPED	EMERGING	INITIAL	TOTAL	WEIGHTED AVERAGE
(no label)	0.00%	22.22%	77.78%	0.00%		
	0	2	7	0	9	2.22

#	FEEDBACK:	DATE
1	Needs identified per submitter. Physical space limitations and equipment needs impacting current success and future opportunity, but figuring out other avenues to engage Campus Community (and ultimately students)	3/13/2019 5:28 PM
2	Has a plan to expand facilities.	3/12/2019 3:04 PM
3	Evidence of intentional professional development.	3/6/2019 5:20 PM
4	A dedicated center would be nice for sure. I do not see the "need" demonstrated in the document. 5C outlines in 2 sentences what you will have to do if dedicated center is not built. We have many classrooms (6229) with the actual technology in them that can be used to demonstrate and teach.	3/1/2019 3:29 PM
5	New space may or may not help	2/26/2019 5:33 PM
6	The CTL team has a solid plan to meet current and future needs.	2/26/2019 12:54 PM
7	CTL has a plan to acquire necessary space; however, this plan is still not approved.	2/26/2019 11:51 AM

Q6 BUDGET Highly Developed: Financial resources meet current needs and are projected to meet future needs. Developed: Financial resources meet current needs. Emerging: Evidence of a plan to acquire financial resources to meet current needs. Initial: Minimal evidence that financial resources meet current needs.

Answered: 9 Skipped: 0

	HIGHLY DEVELOPED	DEVELOPED	EMERGING	INITIAL	TOTAL	WEIGHTED AVERAGE
(no label)	0.00%	44.44%	44.44%	11.11%		
	0	4	4	1	9	2.33

#	FEEDBACK:	DATE
1	As a newer department, there's little historical context, but it seems like they are managing to what's been available. It's understood why Departmental staff have had to operate by "trial and error" as referenced by submitter, but I would like to see what they would determine was a "fully funded" budget for their purposes.	3/13/2019 5:28 PM
2	There is some evidence of plans to acquire resources other than the normal budget process. The budget included in the program review only lists line item amounts and not actual items that are being budgeted.	3/12/2019 3:04 PM
3	Team would prefer to work out of a center designed for instructional learning. Team currently demonstrates technologies in classroom spaces and offices.	3/6/2019 5:20 PM
4	Figure 9 is unreadable. Table 3 CTL/DE provides some raw data. "...department is struggling with understanding the basic financial needs..." good self evaluation it will take some time to fully identify financial needs.	3/1/2019 3:29 PM
5	The department's budgetary needs are being developed as they shape their mission.	2/26/2019 11:51 AM

Q7 STRENGTHS AND WEAKNESSES Highly Developed: Strengths and weaknesses are described accurately and thoroughly. Developed: Most strengths and weaknesses are described accurately and thoroughly. Emerging: Some strengths and weaknesses are described accurately and thoroughly. Initial: Minimal evidence that strengths and weaknesses are described accurately and thoroughly.

Answered: 9 Skipped: 0

	HIGHLY DEVELOPED	DEVELOPED	EMERGING	INITIAL	TOTAL	WEIGHTED AVERAGE
(no label)	22.22%	55.56%	22.22%	0.00%		
	2	5	2	0	9	3.00

#	FEEDBACK:	DATE
1	The department has strong administrative support.	3/12/2019 3:04 PM
2	Very complete assessment. I think the 100% contact with new hires will pay dividend long term. Sounds as if there is a disconnect with some existing faculty, but it is identified. With the large transition of personnel a revamping of goals is a good idea and that section 7D is well thought out with actions plans etc.	3/1/2019 3:29 PM

3	Strengths and weaknesses are described well and ring true based on my own experiences as both a dean and faculty member. The current CTL team shows a thorough plan to overcome weaknesses that were partially inherited from the previous CTL team.	2/26/2019 12:54 PM
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Q8 NEW GOALS AND PLAN Highly Developed: Multiyear planning process with evidence of use of assessment data in planning. Developed: Multiyear planning process with some assessment data. Emerging: Short-term planning process recently implemented. Initial: Minimal evidence of planning process.

Answered: 9 Skipped: 0

	HIGHLY DEVELOPED	DEVELOPED	EMERGING	INITIAL	TOTAL	WEIGHTED AVERAGE
(no label)	22.22%	66.67%	0.00%	11.11%		
	2	6	0	1	9	3.00

#	FEEDBACK:	DATE
1	Noting that at this point the evaluation survey and what was presented to our group diverge (section 8 of the presentation is appendices), I think the goals that have been set are admirable, and I look forward to future reports and outcomes. That said, I would have liked to see timelines and more specific numerical metrics (i.e. in Goal 3, we might have said 95% of courses available in Canvas by EOY 19/20). Goal 6 was a good example of combining stats and timeline projection	3/13/2019 5:28 PM
2	The planning mainly seems focused on receiving more space. Short term planning only.	3/12/2019 3:04 PM
3	Plan developed with indicators and metrics.	3/6/2019 5:20 PM
4	7D outlines goals and plan	3/1/2019 3:29 PM
5	In section 7D, the new goals seem appropriate, and the plans to achieve them include measurable indicators and assessments	2/26/2019 12:54 PM

Q9 OVERALL PROGRAM EVALUATION Highly Developed: Evidence of ongoing systematic use of planning in selection of programs and services. Developed: Program exhibits evidence that planning guides program and services selection that supports the college. Emerging: There is evidence that planning intermittently informs some selection of services to support the college. Initial: Minimal evidence that plans inform selection the of services to support the college's mission.

Answered: 9 Skipped: 0

	HIGHLY DEVELOPED	DEVELOPED	EMERGING	INITIAL	TOTAL	WEIGHTED AVERAGE
(no label)	11.11%	33.33%	55.56%	0.00%		
	1	3	5	0	9	2.56

#	FEEDBACK:	DATE
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Copy of Non-Instructional Department Review: DE/CTL

1	This is a great Team, and a department who's success is obviously critical to the institution. I also understand there have been some circumstances and barriers to its development, so all should be commended in their attempts to overcome. That said, I'm torn between a "Developed" designation and "Emerging" for the simple fact that it looks like there are more opportunities to explore in terms of what comes next. I think once the current team "settles in" a bit more and starts down the path of meeting stated goals, some amazing things will happen.	3/13/2019 5:28 PM
2	Because the department is so new, and has had significant personnel changes, it is very difficult to review it. It would probably have been better to delay this program review.	3/12/2019 3:04 PM
3	New team, new resources, new strategic plan. The pieces and parts are there. The CTL team just needs time to work toward their common goals.	3/6/2019 5:20 PM
4	It is evident that a large turnover in the department has made an impact. It appears that that is in the process of evolving with team now in place. I like how some new goals are established and a plan in place. I do not think that the success of the department can be tied to a physical center and additional personnel. Alternate plans and contingencies should be devolved.	3/1/2019 3:29 PM
5	I marked Emerging due to the transition of goals	2/26/2019 5:33 PM
6	This department is new, and we can expect great things as they sort themselves out.	2/26/2019 11:51 AM

Q10 Should this non-instructional department review be accepted by CIIC or sent back to the department lead for further work?

Answered: 9 Skipped: 0

ANSWER CHOICES	RESPONSES	
Accept department review document	88.89%	8
Send back to department lead	11.11%	1
TOTAL		9

Q11 Please highlight the strengths of the department.

Answered: 9 Skipped: 0

#	RESPONSES	DATE
1	Individuals on the Team, passionate professionals, and the opportunities (in terms of new technologies and ways to engage, etc) and impacts as everyone re-centers and is able to look ahead.	3/13/2019 5:28 PM
2	A willingness to help.	3/12/2019 3:04 PM
3	Well defined strategic plans and goals.	3/12/2019 12:00 AM
4	Access to advanced technologies. The team has a broad range of skills and experiences. The new strategic plan is well thought out and organized. High energy team. The college prioritizes technology and training. Strong team leader.	3/6/2019 5:20 PM
5	New team in place. Action plan and goals in place.	3/1/2019 3:29 PM
6	Strong goals with measureable outcomes.	2/27/2019 9:45 AM
7	They are taking PD that seems job relevant.	2/26/2019 5:33 PM
8	The CTL team includes individuals with solid skill sets and a strong desire to learn, grow, and innovate. They have a good grasp of the many challenges faced and how to address them.	2/26/2019 12:54 PM
9	The department has a solid team, and everyone comes from an appropriate background.	2/26/2019 11:51 AM

Q12 Please outline weaknesses of the department.

Answered: 9 Skipped: 0

#	RESPONSES	DATE
1	Submitter identifies the newness, and being brand shiny new as well, it really is a challenge-but not at all insurmountable. With that in mind, I'm REALLY conflicted about a "send back" recommendation...but I see it as an avenue to "fine tune" into something really great, not as a critique of the importance of the work, or reflection of current staff.	3/13/2019 5:28 PM
2	To focused on one item. When the implementation of the expanded facility would have a questionable impact. From past experience most faculty prefer to be trained in the class room they will be teaching in.	3/12/2019 3:04 PM
3	Staffing.	3/12/2019 12:00 AM
4	New team. It will take time to become a cohesive unit.	3/6/2019 5:20 PM
5	Lack of a plan if a center and or additional staff not available. Much can be done with what is in place.	3/1/2019 3:29 PM
6	I did not see any measurable goals to improve retention, completion or academic success. Although you support the academic programs, I believe the ultimate measure of success is success in the classroom.	2/27/2019 9:45 AM
7	Does the team need the new lab and its equipment? Is the equipment the correct kind of equipment?	2/26/2019 5:33 PM
8	The CTL team seems to be aware of the challenges they face in terms of faculty perceptions and physical space.	2/26/2019 12:54 PM
9	The department is very new and still has a long way to go in figuring out the best way to support instructors.	2/26/2019 11:51 AM

Q13 Please make recommendations for department improvement.

Answered: 9 Skipped: 0

#	RESPONSES	DATE
1	timelines on goals, mechanisms to evaluate often, shared results of assessments, keep forward momentum!	3/13/2019 5:28 PM
2	Provide/track data that supports your goals and requests. The largest amount of data that was provided was on distance education and dual credit. While these are part of the customer base, the enrollments in these areas are not the responsibility of the department.	3/12/2019 3:04 PM
3	None.	3/12/2019 12:00 AM
4	Use a timeline to manage goals.	3/6/2019 5:20 PM
5	Outlined in previous comments.	3/1/2019 3:29 PM
6	Continue to explore other options if a dedicated CTL/DE physical space is not approved or takes a couple of years to implement.	2/27/2019 9:45 AM
7	Are the Instructor and staff surveys soliciting feedback developed enough to gain detailed direction	2/26/2019 5:33 PM
8	First, thank you for all your good work! In terms of recommendations, whenever training sessions are developed, including faculty in the process to ensure usability and relevance of training could be helpful. Working with faculty individually and in small discipline-related groups may be helpful as well.	2/26/2019 12:54 PM

9	Keep planning and working towards the ideal department. Be sure to include faculty in your decisions and recommendations.	2/26/2019 11:51 AM
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Q14 Please enter your name.

Answered: 9 Skipped: 0

#	RESPONSES	DATE
1	Peter Lawson	3/13/2019 5:28 PM
2	Paul Breedlove	3/12/2019 3:04 PM
3	M. Shabbir	3/12/2019 12:00 AM
4	Jamie Jennings	3/6/2019 5:20 PM
5	Mike Homfeldt	3/1/2019 3:29 PM
6	Joanna Lyons-Antley	2/27/2019 9:45 AM
7	Chris Stickle	2/26/2019 5:33 PM
8	Ronda Wery	2/26/2019 12:54 PM
9	Jeanne LaHaie	2/26/2019 11:51 AM