

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: 6 Skipped: 0

| | HIGHLY DEVELOPED | DEVELOPED | EMERGING | INITIAL | TOTAL | WEIGHTED AVERAGE |
|------------|------------------|-----------|----------|---------|-------|------------------|
| (no label) | 33.33% | 66.67% | 0.00% | 0.00% | 6 | 3.33 |
| | 2 | 4 | 0 | 0 | | |

| # | FEEDBACK: | DATE |
|---|---|--------------------|
| 1 | I see new programs and services as a result of student demand and the collection of information on needs. | 9/18/2018 1:47 PM |
| 2 | Very detailed explanation. | 9/18/2018 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: 6 Skipped: 0

| | HIGHLY DEVELOPED | DEVELOPED | EMERGING | INITIAL | TOTAL | WEIGHTED AVERAGE |
|------------|------------------|-----------|----------|---------|-------|------------------|
| (no label) | 50.00% | 50.00% | 0.00% | 0.00% | 6 | 3.50 |
| | 3 | 3 | 0 | 0 | | |

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: 6 Skipped: 0

| | HIGHLY DEVELOPED | DEVELOPED | EMERGING | INITIAL | TOTAL | WEIGHTED AVERAGE |
|------------|------------------|-----------|----------|---------|-------|------------------|
| (no label) | 33.33% | 33.33% | 33.33% | 0.00% | | |
| | 2 | 2 | 2 | 0 | 6 | 3.00 |

| # | OTHER (PLEASE SPECIFY) | DATE |
|---|---|--------------------|
| 1 | Since the time of the report, the vacancies highlighted have been filled. | 9/18/2018 11:51 AM |
| 2 | With the reorganization and the potential to move the on-campus counseling to full time, this department will be developed. | 9/7/2018 8:31 AM |
| 3 | The addition and training of new staff will make this highly developed. | 8/28/2018 3:57 PM |

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: 6 Skipped: 0

| | HIGHLY DEVELOPED | DEVELOPED | EMERGING | INITIAL | TOTAL | WEIGHTED AVERAGE |
|------------|------------------|-----------|----------|---------|-------|------------------|
| (no label) | 50.00% | 33.33% | 16.67% | 0.00% | | |
| | 3 | 2 | 1 | 0 | 6 | 3.33 |

| # | FEEDBACK: | DATE |
|---|--|--------------------|
| 1 | Staff turnover and reassignment will make annual training by outside sources a difficult means for maintaining staff training. | 9/18/2018 1:47 PM |
| 2 | Staff attends annual training and requires each advocate to complete a 40-hour training regarding Title IX. | 9/18/2018 11:51 AM |

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: 6 Skipped: 0

Non-Instructional Department Review: Title IX and Student Conduct

| | HIGHLY DEVELOPED | DEVELOPED | EMERGING | INITIAL | TOTAL | WEIGHTED AVERAGE |
|------------|------------------|-----------|----------|---------|-------|------------------|
| (no label) | 0.00% | 33.33% | 66.67% | 0.00% | | |
| | 0 | 2 | 4 | 0 | 6 | 2.33 |

| # | FEEDBACK: | DATE |
|---|---|--------------------|
| 1 | Needs soundproofing for confidentiality reasons, with furniture that provides a "warm and inviting" atmosphere. | 9/18/2018 11:51 AM |
| 2 | There is a solid plan in place to address needs. | 8/28/2018 3:57 PM |

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: 6 Skipped: 0

| | HIGHLY DEVELOPED | DEVELOPED | EMERGING | INITIAL | TOTAL | WEIGHTED AVERAGE |
|------------|------------------|-----------|----------|---------|-------|------------------|
| (no label) | 33.33% | 50.00% | 16.67% | 0.00% | | |
| | 2 | 3 | 1 | 0 | 6 | 3.17 |

| # | FEEDBACK: | DATE |
|---|--|-------------------|
| 1 | 6B The data is good, but what are the bottom line savings/expenditures? | 9/20/2018 8:06 AM |
| 2 | Shopping for new outsource providers has proven to be beneficial for increasing the amount of service and also reducing the cost/service need. | 9/18/2018 1:47 PM |

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: 6 Skipped: 0

| | HIGHLY DEVELOPED | DEVELOPED | EMERGING | INITIAL | TOTAL | WEIGHTED AVERAGE |
|------------|------------------|-----------|----------|---------|-------|------------------|
| (no label) | 16.67% | 83.33% | 0.00% | 0.00% | | |
| | 1 | 5 | 0 | 0 | 6 | 3.17 |

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: 6 Skipped: 0

| | HIGHLY DEVELOPED | DEVELOPED | EMERGING | INITIAL | TOTAL | WEIGHTED AVERAGE |
|------------|------------------|-----------|----------|---------|-------|------------------|
| (no label) | 50.00% | 33.33% | 16.67% | 0.00% | | |
| | 3 | 2 | 1 | 0 | 6 | 3.33 |

| # | FEEDBACK: | DATE |
|---|---|-------------------|
| 1 | A new strategic plan with measurable targets to track as the years progress | 9/18/2018 1:47 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: 6 Skipped: 0

| | HIGHLY DEVELOPED | DEVELOPED | EMERGING | INITIAL | TOTAL | WEIGHTED AVERAGE |
|------------|------------------|-----------|----------|---------|-------|------------------|
| (no label) | 33.33% | 66.67% | 0.00% | 0.00% | | |
| | 2 | 4 | 0 | 0 | 6 | 3.33 |

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

Answered: 6 Skipped: 0

| ANSWER CHOICES | RESPONSES |
|-----------------------------------|-----------|
| Accept department review document | 100.00% 6 |
| Send back to department lead | 0.00% 0 |
| TOTAL | 6 |

Q11 Please highlight the strengths of the department.

Answered: 6 Skipped: 0

| # | RESPONSES | DATE |
|---|---|-------------------|
| 1 | Well developed strategic plan | 9/20/2018 8:06 AM |
| 2 | The program focuses on its mission and uses thoughtful planning to economical and provide the most amount of service to the students as possible. | 9/18/2018 1:47 PM |

Non-Instructional Department Review: Title IX and Student Conduct

| | | |
|---|---|--------------------|
| 3 | Very detailed report. Goals were defined with action items on how to achieve the goals. | 9/18/2018 11:51 AM |
| 4 | Strong leadership from the director who has helped students tremendously by adding a part-time counselor. | 9/7/2018 8:31 AM |
| 5 | Strengths include the availability of an on-campus student support specialist as well as the support of professional development. | 9/4/2018 4:18 PM |
| 6 | The department has consistently responded to student needs with a great deal of flexibility. | 8/28/2018 3:57 PM |

Q12 Please outline weaknesses of the department.

Answered: 6 Skipped: 0

| # | RESPONSES | DATE |
|---|--|--------------------|
| 1 | Facilities. As mentioned in the departments review. | 9/20/2018 8:06 AM |
| 2 | Staff turnover is a challenge. | 9/18/2018 1:47 PM |
| 3 | Lack of support personnel. As stated in the report, the need for a full time support person was well stated and justified. | 9/18/2018 11:51 AM |
| 4 | Facilities with privacy concerns. These are being addressed. | 9/7/2018 8:31 AM |
| 5 | Limited hours of the student support specialist, confidentiality issues due to current office space. | 9/4/2018 4:18 PM |
| 6 | Lack of trained staff - now that personnel have been hired, I suspect they will be quickly trained. | 8/28/2018 3:57 PM |

Q13 Please make recommendations for department improvement.

Answered: 6 Skipped: 0

| # | RESPONSES | DATE |
|---|---|--------------------|
| 1 | Continue to develop plan for facility improvements. | 9/20/2018 8:06 AM |
| 2 | Keep changing with campus as the campus changes and continue to be visible. | 9/18/2018 1:47 PM |
| 3 | Get more staff. | 9/18/2018 11:51 AM |
| 4 | Continue to pursue full-time counselor position as it has been shown to be of great importance to our student population. | 9/7/2018 8:31 AM |
| 5 | None at this time. | 9/4/2018 4:18 PM |
| 6 | Keep pressing for full time counseling service, and keep doing what you're doing. | 8/28/2018 3:57 PM |

Q14 Please enter your name.

Answered: 6 Skipped: 0

| # | RESPONSES | DATE |
|---|----------------|--------------------|
| 1 | Tracy Heap | 9/20/2018 8:06 AM |
| 2 | Bill Jennings | 9/18/2018 1:47 PM |
| 3 | Edis | 9/18/2018 11:51 AM |
| 4 | Franklin Clark | 9/7/2018 8:31 AM |
| 5 | Alex Jenner | 9/4/2018 4:18 PM |

