



**Career & Technical Education Coordinating Committee (CTECC)
PROGRAM ADVISORY COMMITTEE SELF EVALUATION
2011-2012**

Program Advisory Committee Name:

Advisory Committee Members

Community Advisory Committee Chair:

Lane Advisory Committee Coordinator:

Program Division/Dept Dean:

Committee Review Date and Time:

Instructions: Please fill in your response to each question in the yellow section (short bullet points are best). The yellow sections will expand to accommodate the data you type in. When the form is completed please forward by e-mail, at least one week prior to the committee interview, to Phoebe Anderson in Cooperative Education at andersonp@lanecc.edu. Thank you. We look forward to meeting with you and your committee.

1. Committee Accomplishments

- 1 A. 1) Describe your advisory committee and what types of businesses or organizations are represented in your committee. 2) How many are in your committee? 3) How often do you meet?
- 1 B. What are 3-5 outcomes that have been accomplished by your committee?
- 1 C. How did your advisory committee help with achieving those goals?
- 1 D. Describe your committee efforts in developing and generating community support.
- 1 E. What do you think are the committee members' strengths and weaknesses?

2. Committee Involvement in Planning and Design

- 2 A. What is the committee's involvement for keeping your program "state of the industry?"
- 2 B. What staff development does the committee suggest your staff needs to meet future program skill needs?
- 2 C. What is your committee's involvement in planning and design of the program?

3. Gender, Disability Adaptation, and Diversity

- 3 A. What is the gender balance and diversity in your program student population? (Data for your consideration is available through IRAP. Contact Craig Taylor at taylorc@lanecc.edu.)
- 3 B. How has your committee encouraged gender balance and diversity in your student population? What future plans do you have?

- 3 C. *How does your committee assist students with special needs to successfully reach program outcomes?*

4. Program Demand / Enrollment

- 4 A. *1) What does your committee think of regional projections and how are you dealing with this? 2) What does your committee say about these and local needs? 3) What is the committee doing to get the word out to the broader community?*
- 4 B. *Describe the enrollment trends and capacity in your program?*

5. Placement / Employment

- 5 A. *How would your committee rate the exit math, writing, and interpersonal skills of students who complete your program?*
- 5 B. *How does your committee know that the students are graduating with the appropriate skills and level needed by the employers?*
- 5 C. *How does your committee follow-up with your graduates or transfers?*
- 5 D. *1) What are the outcomes (placement rate, transfer, etc.) of those students who participate in your program? 2) How is your advisory committee involved?*
- 5 E. *1) What is the outlook for jobs in this career field? 2) What is the typical wage range and demand for jobs? (Please refer to data for your program industry at <http://www.qualityinfo.org>)*

6. Secondary / Postsecondary Connections

- 6 A. *1) How does your program connect with high schools? 2) Is your committee involved?*
- 6 B. *How do you align, articulate, and develop a program of study that links between high school, community college, and 4 year institutions?*

7. Questions for the CTECC Interview Committee

- 7 A. *1) What questions do you have for us? 2) How can we support you?*