



Welcome to Program Review

Merritt College - 2019

Admissions and Records - Service Area or Special Program

Program Review

Program Overview

Please verify the mission statement for your program. If your program has not created a mission statement, provide details on how your program supports and contributes to the College mission.

the

Program Total Faculty and/or Staff

Full Time

Maryhelen Kaufman
Susana De La Tora
Marisol Roque-Chaves

Part Time

The Program Goals below are from your most recent Program Review or APU. If none are listed, please add your most recent program goals. Then, indicate the status of this goal, and which College and District goal your program goal aligns to. If your goal has been completed, please answer the follow up question regarding how you measured the achievement of this goal.

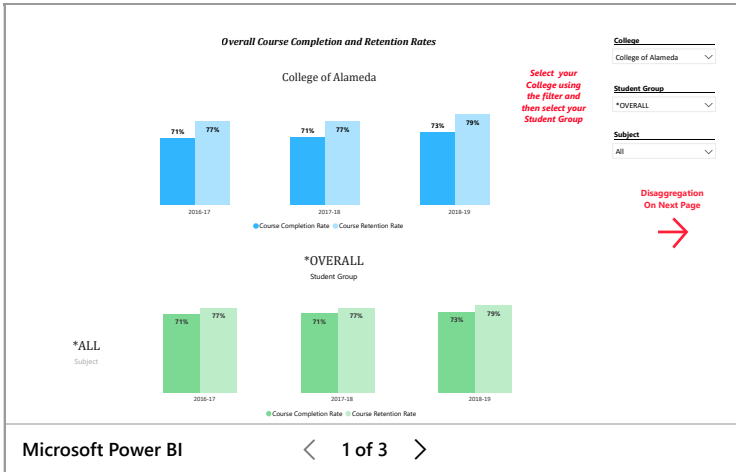
Describe your current utilization of facilities, including labs and other space

Two office spaces located in R114.

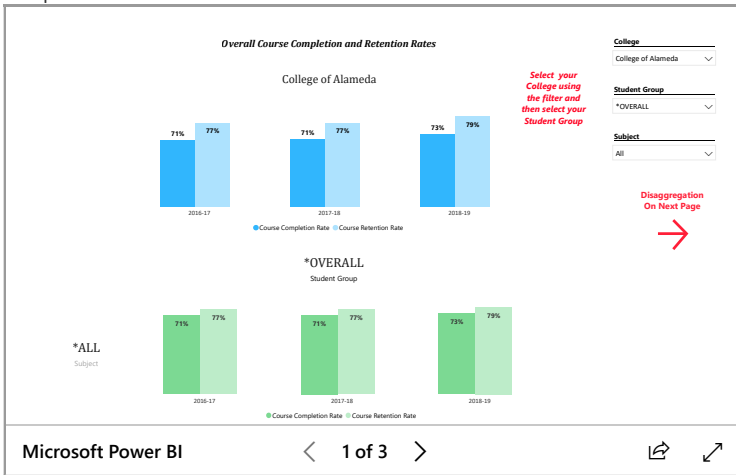
Students Served

College Level - Program and Department comparison

Chart



Compare



Detail the services provided by your program/service area.

Reflect on collaboration and engagement with other programs/service areas that have contributed towards student success and meeting program goals

Review and reflect your program's data using the Student Services Dashboard. Describe any significant changes and discuss what the changes mean to your program.

Detail the completion rates for your program and comment upon it. Do performance gaps exist in the completion rates for disproportionately impacted students, including African-American, Hispanic/Latino, Filipinos/Pacific Islanders, Foster youth, Veterans, and students with disabilities or other groups not listed here? Note: groups whose completion rate is 3% or less than the College completion rate reflect a disproportionate impact.

If differences exist, please detail the differences and describe the activities your program is making to address the differences. How will your program evaluate the effectiveness of these activities?

In the boxes below, please add improvement actions and resource requests that are directly related to the questions answered in this section. If there are no improvement actions or resource requested in this area, leave blank.

Improvement Action

Improvement Actions

Improvement Action

Action Item	Description	To be completed By	Responsible Person
Improve Student's experience	Hire new full-time evaluator	6/30/2021	Vice President of Student Services

Resource Request

Personnel	Classified Staff		
% Time	Description/Justification	Estimated Annual Salary Costs	Estimated Annual Benefits Costs
100	New Fund 01	49500	25000
Total Costs			
74500			

Resource Request

Supplies	Noninstructional Supplies and Materials	
Description/Justification		Estimated Cost
General supplies for office		20000

Resource Request

Choose an Option

Sign and Submit

Please provide the list of members who participated in completing this program review.

N/A

Please enter the name of the person submitting this program review.

N/A