Program Review 2022 Peer Review Feedback

On behalf of the Program Review Committee, we thank you for your time and effort in completing your Program Review report this year and for your ongoing efforts to continuously improve AVC's programs and services for our students. Your Program Review allows the rest of AVC to better understand your efforts and how they support the college overall.

Department/Area/Division Name: Studio Art & Art History/Arts & Humanities

Peer Reviewed By: Cynthia Lehman, Cindy Vargas & Stacey Adams

Part 1. Program Overview	**Program Overview: Briefly describe how the program contributes to the district mission.** ☒ **Exemplary**: A clear connection is described regarding how the program connects to and supports the district mission. ☐ **Adequate**: The work of the program described, but it is not obvious how it contributes to the district mission. ☐ **Improvement Needed**: No response or response does not connect the program to the district mission. *Comments* ☐ *REVISION REQUIRED*
Part 2A. Analyze the program review data	**Analyze the program review data (retrieval instructions) focusing on equity and any internal/external environmental scan information (e.g., surveys, interviews, focus groups, advisory groups, licensure exam scores, & job placement) to identify the program Strengths, Opportunities & Aspirations:** • **Strengths and Accomplishments:** (Guiding Question: What does your program/area do well, including capabilities and greatest accomplishments?) • **Opportunities and Challenges**: (Guiding Question: What does your program/area need to do better to support/improve student success?) • **Aspirations**: (Guiding Questions: What does your program/area want to be known for? What is a desired future?) ☒ **Exemplary:** Thoughtful analysis of program review data and any internal/external environmental scan information is included, with a thorough answer to each guiding question regarding Strengths, Opportunities & Aspirations. ☐ **Adequate:** Narrative information is provided regarding program review data and any internal/external environmental scan information, but is lacking analysis of data and/or does not fully address each guiding question regarding Strengths, Opportunities & Aspirations. The section could be strengthened with more data and analysis. ☐ **Improvement Needed**: No response or response provided does not analyze program review data and any internal/external environmental scan information and/or does not address each guiding question regarding Strengths, Opportunities & Aspirations. *Comments:* ☐ *REVISION REQUIRED*

Part 2B. Required for CTE	**(Required for CTE only) External Data: Advisory Committee Recommendations & Labor Market Data** ☐ **Exemplary**: Both recommendations from the Advisory Committee and current relevant Labor Market Data are provided. ☐ **Adequate**: Information is provided about an Advisory Committee, but recommendations are not evident and/or Labor Market Data is included, but does not seem current or relevant. ☐ **Improvement Needed**: No response or response provided does not include recommendations from the Advisory Committee and current relevant Labor Market Data. ☒ **N/A**: Not applicable for non-CTE areas *Comments:* ☐ *REVISION REQUIRED*
2C. Progress towards SLO/PLO/OO Action Plans	**Review and comment on progress toward past SLO/PLO/OO Analysis (Action Plans / Course Improvement Plans).** (List your past outcomes analysis (Action Plans) and progress towards those goals.) ☒ **Exemplary**: Outcomes Analysis, Course Improvement Plans and/or Action Plans are clearly listed, along with brief commentary about progress and the current status of those plans. ☐ **Adequate**: Information is provided about SLOs/PLOs/OOs and Outcomes Analysis, Course Improvement Plans and/or Action Plans for the area, but Plans have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident that Course Improvement Plans and/or Actions Plans have been developed nor if progress has been made. *Comments:* ☐ *REVISION REQUIRED*
2D. Progress towards past program review goals	**Review and comment on progress towards past program review goals.** (List your past program review goals and progress towards those goals.) ☒ **Exemplary**: Past program review goals are clearly listed, along with brief commentary about progress and the current status of those goals. ☐ **Adequate**: Information is provided about past program review goals, but goals have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident what the past goals are nor if progress has been made. *Comments: Nice summary of past goals.* ☐ *REVISION REQUIRED*
3. Program Review Goals	**Based on Part 2 above, please list program/area goals for 2023-2024.** ☐ **Exemplary**: Each goal is connected to an ILO/PLO/SLO/OO and EMP Goal. The goals are student-centered and are connected to the analysis in Part 2 above. Steps to be taken to achieve the goals are delineated, as well as the measure of success for each. ☐ **Adequate**: Goals are formed, and each is connected to an ILO/PLO/SLO/OO and EMP Goal, but not all goals are clearly connected to analysis in Part 2 and/or are not student-centered. Steps to be taken to achieve the goal and the measure of success are provided for each, but may be unclear or hard to understand. ☒ **Improvement Needed:** No response or goals listed are not connected to an ILO/PLO/SLO/OO and EMP Goal. Goals listed are actually resource requests, rather student-centered goals. Steps to be taken to achieve the goal and the measure of success are unclear or not provided.

	Comments: Goals need to be student-centered, not a to do list or a resource request. Why do you need to install new lighting, or need a new projector or classroom space? How does this help student learning?
	☐ *REVISION REQUIRED*
4. Resource Requests that Support Program Needs	**Resource Requests that Support Program Needs (based on above analysis)**
	☒ **Exemplary**: Each resource request entered is clearly connected to and supports a goal from Part 3. ☐ **Adequate**: Resource requests have been entered, but not all are clearly connected to goals from Part 3. ☐ **Improvement Needed**: No response or resource requests do not relate to goals from Part 3. ☐ **N/A**: No response because additional resources are not needed at this time and/or funding for resources exists from another source. *Comments: Good job on the resource requests and linking to your goals.*
	☐ *REVISION REQUIRED*
5. Program Data	**Insert your Program Review Data here, as well as any other supporting data.**
	☐ **Exemplary**: Program Review Data and other supporting data (if applicable) is inserted, and is understandable and relevant to the report. ☒ **Adequate**: Program Review Data and other supporting data (if applicable) is inserted, but is difficult to understand and/or may not be clearly relevant to the report. ☐ **Improvement Needed:** No data is provided, or data provided is unreadable or does not support the report. *Comments: Four years of data not given.*
	☐ *REVISION REQUIRED*

Additional Comments:

Program Review 2022 Peer Review Feedback

On behalf of the Program Review Committee, we thank you for your time and effort in completing your Program Review report this year and for your ongoing efforts to continuously improve AVC's programs and services for our students. Your Program Review allows the rest of AVC to better understand your efforts and how they support the college overall.

Department/Area/Division Name: Dance/Performing Arts/Arts & Humanities

Peer Reviewed By: Cynthia Lehman, Cindy Vargas & Stacey Adams

Part 1. Program Overview	**Program Overview: Briefly describe how the program contributes to the district mission.** ☒ **Exemplary**: A clear connection is described regarding how the program connects to and supports the district mission. ☐ **Adequate**: The work of the program described, but it is not obvious how it contributes to the district mission. ☐ **Improvement Needed**: No response or response does not connect the program to the district mission. *Comments:* ☐ *REVISION REQUIRED*
Part 2A. Analyze the program review data	**Analyze the program review data (retrieval instructions) focusing on equity and any internal/external environmental scan information (e.g., surveys, interviews, focus groups, advisory groups, licensure exam scores, & job placement) to identify the program Strengths, Opportunities & Aspirations:** • **Strengths and Accomplishments:** (Guiding Question: What does your program/area do well, including capabilities and greatest accomplishments?) • **Opportunities and Challenges**: (Guiding Question: What does your program/area need to do better to support/improve student success?) • **Aspirations**: (Guiding Questions: What does your program/area want to be known for? What is a desired future?) ☐ **Exemplary:** Thoughtful analysis of program review data and any internal/external environmental scan information is included, with a thorough answer to each guiding question regarding Strengths, Opportunities & Aspirations. ☐ **Adequate:** Narrative information is provided regarding program review data and any internal/external environmental scan information, but is lacking analysis of data and/or does not fully address each guiding question regarding Strengths, Opportunities & Aspirations. The section could be strengthened with more data and analysis. ☒ **Improvement Needed**: No response or response provided does not analyze program review data and any internal/external environmental scan information and/or does not address each guiding question regarding Strengths, Opportunities & Aspirations. *Comments: I don't see any data being discussed. Needs to analyze the outcomes data and student success. (Narrative doesn't describe how you promote critical thinking and research skills. How are these being measured?) Is that needed if just an aspiration?*

☐ *REVISION REQUIRED*

Part 2B. Required for CTE	**(Required for CTE only) External Data: Advisory Committee Recommendations & Labor Market Data** ☐ **Exemplary**: Both recommendations from the Advisory Committee and current relevant Labor Market Data are provided. ☐ **Adequate**: Information is provided about an Advisory Committee, but recommendations are not evident and/or Labor Market Data is included, but does not seem current or relevant. ☐ **Improvement Needed**: No response or response provided does not include recommendations from the Advisory Committee and current relevant Labor Market Data. ☒ **N/A**: Not applicable for non-CTE areas *Comments:* ☐ *REVISION REQUIRED*
2C. Progress towards SLO/PLO/OO Action Plans	**Review and comment on progress toward past SLO/PLO/OO Analysis (Action Plans / Course Improvement Plans).** (List your past outcomes analysis (Action Plans) and progress towards those goals.) ☐ **Exemplary**: Outcomes Analysis, Course Improvement Plans and/or Action Plans are clearly listed, along with brief commentary about progress and the current status of those plans. ☒ **Adequate**: Information is provided about SLOs/PLOs/OOs and Outcomes Analysis, Course Improvement Plans and/or Action Plans for the area, but Plans have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident that Course Improvement Plans and/or Actions Plans have been developed nor if progress has been made. *Comments: Next time, clearly list your Outcomes Action Plans and note progress made. It is not asking if your SLO achievement targets were attained.* . ☐ *REVISION REQUIRED*
2D. Progress towards past program review goals	**Review and comment on progress towards past program review goals.** (List your past program review goals and progress towards those goals.) ☒ **Exemplary**: Past program review goals are clearly listed, along with brief commentary about progress and the current status of those goals. ☐ **Adequate**: Information is provided about past program review goals, but goals have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident what the past goals are nor if progress has been made. *Comments: Good goals and they show some progress that was made last year.* ☐ *REVISION REQUIRED*

3. Program Review Goals	**Based on Part 2 above, please list program/area goals for 2023-2024.**	
	☒ **Exemplary**: Each goal is connected to an ILO/PLO/SLO/OO and EMP Goal. The goals are student-centered and are connected to the analysis in Part 2 above. Steps to be taken to achieve the goals are delineated, as well as the measure of success for each.	
	☐ **Adequate**: Goals are formed, and each is connected to an ILO/PLO/SLO/OO and EMP Goal, but not all goals are clearly connected to analysis in Part 2 and/or are not student-centered. Steps to be taken to achieve the goal and the measure of success are provided for each, but may be unclear or hard to understand.	
	☐ **Improvement Needed:** No response or goals listed are not connected to an ILO/PLO/SLO/OO and EMP Goal. Goals listed are actually resource requests, rather student-centered goals. Steps to be taken to achieve the goal and the measure of success are unclear or not provided.	
	Comments: The steps and measurement of goals are well written.	
	☐ *REVISION REQUIRED*	
4. Resource Requests that Support Program Needs	**Resource Requests that Support Program Needs (based on above analysis)**	
	☒ **Exemplary**: Each resource request entered is clearly connected to and supports a goal from Part 3.	
	☐ **Adequate**: Resource requests have been entered, but not all are clearly connected to goals from Part 3.	
	☐ **Improvement Needed**: No response or resource requests do not relate to goals from Part 3.	
	☐ **N/A**: No response because additional resources are not needed at this time and/or funding for resources exists from another source.	
	Comments:	
	☐ *REVISION REQUIRED*	
5. Program Data	**Insert your Program Review Data here, as well as any other supporting data.**	
	☒ **Exemplary**: Program Review Data and other supporting data (if applicable) is inserted, and is understandable and relevant to the report.	
	☐ **Adequate**: Program Review Data and other supporting data (if applicable) is inserted, but is difficult to understand and/or may not be clearly relevant to the report.	
	☐ **Improvement Needed:** No data is provided, or data provided is unreadable or does not support the report.	
	Comments:	
	☐ *REVISION REQUIRED*	

Additional Comments:

Program Review 2022 Peer Review Feedback

On behalf of the Program Review Committee, we thank you for your time and effort in completing your Program Review report this year and for your ongoing efforts to continuously improve AVC's programs and services for our students. Your Program Review allows the rest of AVC to better understand your efforts and how they support the college overall.

Department/Area/Division Name: Digital Media/ Arts & Humanities
Peer Reviewed By: Cynthia Lehman, Cindy Vargas & Stacey Adams

Part 1. Program Overview	**Program Overview: Briefly describe how the program contributes to the district mission.** ☒ **Exemplary**: A clear connection is described regarding how the program connects to and supports the district mission. ☐ **Adequate**: The work of the program described, but it is not obvious how it contributes to the district mission. ☐ **Improvement Needed**: No response or response does not connect the program to the district mission. *Comments:* ☐ *REVISION REQUIRED*
Part 2A. Analyze the program review data	**Analyze the program review data (retrieval instructions) focusing on equity and any internal/external environmental scan information (e.g., surveys, interviews, focus groups, advisory groups, licensure exam scores, & job placement) to identify the program Strengths, Opportunities & Aspirations:** • **Strengths and Accomplishments:** (Guiding Question: What does your program/area do well, including capabilities and greatest accomplishments?) • **Opportunities and Challenges**: (Guiding Question: What does your program/area need to do better to support/improve student success?) • **Aspirations**: (Guiding Questions: What does your program/area want to be known for? What is a desired future?) ☐ **Exemplary:** Thoughtful analysis of program review data and any internal/external environmental scan information is included, with a thorough answer to each guiding question regarding Strengths, Opportunities & Aspirations. ☒ **Adequate:** Narrative information is provided regarding program review data and any internal/external environmental scan information, but is lacking analysis of data and/or does not fully address each guiding question regarding Strengths, Opportunities & Aspirations. The section could be strengthened with more data and analysis. ☐ **Improvement Needed**: No response or response provided does not analyze program review data and any internal/external environmental scan information and/or does not address each guiding question regarding Strengths, Opportunities & Aspirations. *Comments: More data would make the analysis stronger.* ☐ *REVISION REQUIRED*

Part 2B. Required for CTE	**(Required for CTE only) External Data: Advisory Committee Recommendations & Labor Market Data** ☒ **Exemplary**: Both recommendations from the Advisory Committee and current relevant Labor Market Data are provided. ☐ **Adequate**: Information is provided about an Advisory Committee, but recommendations are not evident and/or Labor Market Data is included, but does not seem current or relevant. ☐ **Improvement Needed**: No response or response provided does not include recommendations from the Advisory Committee and current relevant Labor Market Data. ☐ **N/A**: Not applicable for non-CTE areas *Comments:* ☐ *REVISION REQUIRED*
2C. Progress towards SLO/PLO/OO Action Plans	**Review and comment on progress toward past SLO/PLO/OO Analysis (Action Plans / Course Improvement Plans).** (List your past outcomes analysis (Action Plans) and progress towards those goals.) ☐ **Exemplary**: Outcomes Analysis, Course Improvement Plans and/or Action Plans are clearly listed, along with brief commentary about progress and the current status of those plans. ☐ **Adequate**: Information is provided about SLOs/PLOs/OOs and Outcomes Analysis, Course Improvement Plans and/or Action Plans for the area, but Plans have not been clearly listed and/or progress is unclear. ☒ **Improvement Needed:** No response or response provided does not make evident that Course Improvement Plans and/or Actions Plans have been developed nor if progress has been made. *Comments: No data was cited to support your progress on past outcomes goals. The narrative is a good summary of the direction you want to go in, but it should be clearly linked to student outcomes data and your program outcomes that show prior years analysis of what worked and what didn't work. Next year, just list your Outcomes Actions Plan and note progress made toward each.* ☐ *REVISION REQUIRED*
2D. Progress towards past program review goals	**Review and comment on progress towards past program review goals.** (List your past program review goals and progress towards those goals.) ☒ **Exemplary**: Past program review goals are clearly listed, along with brief commentary about progress and the current status of those goals. ☐ **Adequate**: Information is provided about past program review goals, but goals have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident what the past goals are nor if progress has been made. *Comments: Next year, just list your past Program Review goals and note progress made toward each.* ☐ *REVISION REQUIRED*
3. Program Review Goals	**Based on Part 2 above, please list program/area goals for 2023-2024.** ☐ **Exemplary**: Each goal is connected to an ILO/PLO/SLO/OO and EMP Goal. The goals are student-centered and are connected to the analysis in Part 2 above. Steps to be taken to achieve the goals are delineated, as well as the measure of success for each. ☐ **Adequate**: Goals are formed, and each is connected to an ILO/PLO/SLO/OO and EMP Goal, but not all goals are clearly connected to analysis in Part 2 and/or are not student-centered. Steps to be taken to achieve the goal and the measure of success are provided for each, but may be unclear or hard to understand.

	☒ **Improvement Needed:** No response or goals listed are not connected to an ILO/PLO/SLO/OO and EMP Goal. Goals listed are actually resource requests, rather student-centered goals. Steps to be taken to achieve the goal and the measure of success are unclear or not provided. *Comments: Connection to EMP Goal was skipped. Measures of success not given. On Goal #2, did you mean Digital Media, not DFST/INT certificate or Degree? The goals themselves are well-written and student-centered.* ☐ *REVISION REQUIRED*
4. Resource Requests that Support Program Needs	**Resource Requests that Support Program Needs (based on above analysis)** ☐ **Exemplary**: Each resource request entered is clearly connected to and supports a goal from Part 3. ☐ **Adequate**: Resource requests have been entered, but not all are clearly connected to goals from Part 3. ☒ **Improvement Needed**: No response or resource requests do not relate to goals from Part 3. ☐ **N/A**: No response because additional resources are not needed at this time and/or funding for resources exists from another source. *Comments: No budget requests were submitted even though the goals seem to suggest then need for funding.* ☐ *REVISION REQUIRED*
5. Program Data	**Insert your Program Review Data here, as well as any other supporting data.** ☒ **Exemplary**: Program Review Data and other supporting data (if applicable) is inserted, and is understandable and relevant to the report. ☐ **Adequate**: Program Review Data and other supporting data (if applicable) is inserted, but is difficult to understand and/or may not be clearly relevant to the report. ☐ **Improvement Needed:** No data is provided, or data provided is unreadable or does not support the report. *Comments: Some of the data is hard to read.* ☐ *REVISION REQUIRED*

Additional Comments:

Program Review 2022 Peer Review Feedback

On behalf of the Program Review Committee, we thank you for your time and effort in completing your Program Review report this year and for your ongoing efforts to continuously improve AVC's programs and services for our students. Your Program Review allows the rest of AVC to better understand your efforts and how they support the college overall.

Department/Area/Division Name: Film and Television/ Arts & Humanities

Peer Reviewed By: Cynthia Lehman, Cindy Vargas & Stacey Adams

Part 1. Program Overview	**Program Overview: Briefly describe how the program contributes to the district mission.** ☒ **Exemplary**: A clear connection is described regarding how the program connects to and supports the district mission. ☐ **Adequate**: The work of the program described, but it is not obvious how it contributes to the district mission. ☐ **Improvement Needed**: No response or response does not connect the program to the district mission. *Comments:* ☐ *REVISION REQUIRED*
Part 2A. Analyze the program review data	**Analyze the program review data (retrieval instructions) focusing on equity and any internal/external environmental scan information (e.g., surveys, interviews, focus groups, advisory groups, licensure exam scores, & job placement) to identify the program Strengths, Opportunities & Aspirations:** • **Strengths and Accomplishments:** (Guiding Question: What does your program/area do well, including capabilities and greatest accomplishments?) • **Opportunities and Challenges**: (Guiding Question: What does your program/area need to do better to support/improve student success?) • **Aspirations**: (Guiding Questions: What does your program/area want to be known for? What is a desired future?) ☒ **Exemplary:** Thoughtful analysis of program review data and any internal/external environmental scan information is included, with a thorough answer to each guiding question regarding Strengths, Opportunities & Aspirations. ☐ **Adequate:** Narrative information is provided regarding program review data and any internal/external environmental scan information, but is lacking analysis of data and/or does not fully address each guiding question regarding Strengths, Opportunities & Aspirations. The section could be strengthened with more data and analysis. ☐ **Improvement Needed**: No response or response provided does not analyze program review data and any internal/external environmental scan information and/or does not address each guiding question regarding Strengths, Opportunities & Aspirations. *Comments:* ☐ *REVISION REQUIRED*

Part 2B. Required for CTE	**(Required for CTE only) External Data: Advisory Committee Recommendations & Labor Market Data** ☒ **Exemplary**: Both recommendations from the Advisory Committee and current relevant Labor Market Data are provided. ☐ **Adequate**: Information is provided about an Advisory Committee, but recommendations are not evident and/or Labor Market Data is included, but does not seem current or relevant. ☐ **Improvement Needed**: No response or response provided does not include recommendations from the Advisory Committee and current relevant Labor Market Data. ☐ **N/A**: Not applicable for non-CTE areas *Comments:* ☐ *REVISION REQUIRED*
2C. Progress towards SLO/PLO/OO Action Plans	**Review and comment on progress toward past SLO/PLO/OO Analysis (Action Plans / Course Improvement Plans).** (List your past outcomes analysis (Action Plans) and progress towards those goals.) ☒ **Exemplary**: Outcomes Analysis, Course Improvement Plans and/or Action Plans are clearly listed, along with brief commentary about progress and the current status of those plans. ☐ **Adequate**: Information is provided about SLOs/PLOs/OOs and Outcomes Analysis, Course Improvement Plans and/or Action Plans for the area, but Plans have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident that Course Improvement Plans and/or Actions Plans have been developed nor if progress has been made. *Comments:* ☐ *REVISION REQUIRED*
2D. Progress towards past program review goals	**Review and comment on progress towards past program review goals.** (List your past program review goals and progress towards those goals.) ☒ **Exemplary**: Past program review goals are clearly listed, along with brief commentary about progress and the current status of those goals. ☐ **Adequate**: Information is provided about past program review goals, but goals have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident what the past goals are nor if progress has been made. *Comments:* ☐ *REVISION REQUIRED*
3. Program Review Goals	**Based on Part 2 above, please list program/area goals for 2023-2024.** ☐ **Exemplary**: Each goal is connected to an ILO/PLO/SLO/OO and EMP Goal. The goals are student-centered and are connected to the analysis in Part 2 above. Steps to be taken to achieve the goals are delineated, as well as the measure of success for each. ☐ **Adequate**: Goals are formed, and each is connected to an ILO/PLO/SLO/OO and EMP Goal, but not all goals are clearly connected to analysis in Part 2 and/or are not student-centered. Steps to be taken to achieve the goal and the measure of success are provided for each, but may be unclear or hard to understand. ☒ **Improvement Needed:** No response or goals listed are not connected to an ILO/PLO/SLO/OO and EMP Goal. Goals listed are actually resource requests, rather student-centered goals. Steps to be taken to achieve the goal and the measure of success are unclear or not provided.

	Comments: Connection to EMP goals was skipped. Goal #3 is clearly a resource request, not a goal. Goals #1 & #2 should be reworded to focus on the student-centered goal. The need for equipment, renovation, etc., should be included in the steps to be taken to achieve the goal. ☐ *REVISION REQUIRED*
4. Resource Requests that Support Program Needs	**Resource Requests that Support Program Needs (based on above analysis)** ☒ **Exemplary**: Each resource request entered is clearly connected to and supports a goal from Part 3. ☐ **Adequate**: Resource requests have been entered, but not all are clearly connected to goals from Part 3. ☐ **Improvement Needed**: No response or resource requests do not relate to goals from Part 3. ☐ **N/A**: No response because additional resources are not needed at this time and/or funding for resources exists from another source. *Comments:* ☐ *REVISION REQUIRED*
5. Program Data	**Insert your Program Review Data here, as well as any other supporting data.** ☒ **Exemplary**: Program Review Data and other supporting data (if applicable) is inserted, and is understandable and relevant to the report. ☐ **Adequate**: Program Review Data and other supporting data (if applicable) is inserted, but is difficult to understand and/or may not be clearly relevant to the report. ☐ **Improvement Needed:** No data is provided, or data provided is unreadable or does not support the report. *Comments:* ☐ *REVISION REQUIRED*

Additional Comments:

Program Review 2022 Peer Review Feedback

On behalf of the Program Review Committee, we thank you for your time and effort in completing your Program Review report this year and for your ongoing efforts to continuously improve AVC's programs and services for our students. Your Program Review allows the rest of AVC to better understand your efforts and how they support the college overall.

Department/Area/Division Name: Music/ Arts & Humanities
   Peer Reviewed By: Cynthia Lehman, Cindy Vargas & Stacey Adams

Part 1. Program Overview	**Program Overview: Briefly describe how the program contributes to the district mission.** ☒ **Exemplary**: A clear connection is described regarding how the program connects to and supports the district mission. ☐ **Adequate**: The work of the program described, but it is not obvious how it contributes to the district mission. ☐ **Improvement Needed**: No response or response does not connect the program to the district mission. *Comments:* ☐ *REVISION REQUIRED*
Part 2A. Analyze the program review data	**Analyze the program review data (retrieval instructions) focusing on equity and any internal/external environmental scan information (e.g., surveys, interviews, focus groups, advisory groups, licensure exam scores, & job placement) to identify the program Strengths, Opportunities & Aspirations:** • **Strengths and Accomplishments:** (Guiding Question: What does your program/area do well, including capabilities and greatest accomplishments?) • **Opportunities and Challenges**: (Guiding Question: What does your program/area need to do better to support/improve student success?) • **Aspirations**: (Guiding Questions: What does your program/area want to be known for? What is a desired future?) ☒ **Exemplary:** Thoughtful analysis of program review data and any internal/external environmental scan information is included, with a thorough answer to each guiding question regarding Strengths, Opportunities & Aspirations. ☐ **Adequate:** Narrative information is provided regarding program review data and any internal/external environmental scan information, but is lacking analysis of data and/or does not fully address each guiding question regarding Strengths, Opportunities & Aspirations. The section could be strengthened with more data and analysis. ☐ **Improvement Needed**: No response or response provided does not analyze program review data and any internal/external environmental scan information and/or does not address each guiding question regarding Strengths, Opportunities & Aspirations. *Comments:* ☐ *REVISION REQUIRED*

Part 2B.
Required for CTE

(Required for CTE only) External Data: Advisory Committee Recommendations & Labor Market Data

☐ **Exemplary**: Both recommendations from the Advisory Committee and current relevant Labor Market Data are provided.
☐ **Adequate**: Information is provided about an Advisory Committee, but recommendations are not evident and/or Labor Market Data is included, but does not seem current or relevant.
☐ **Improvement Needed**: No response or response provided does not include recommendations from the Advisory Committee and current relevant Labor Market Data.
☒ **N/A**: Not applicable for non-CTE areas

Comments: Not CTE, but data posted

☐ *REVISION REQUIRED*

2C.
Progress towards SLO/PLO/OO Action Plans

Review and comment on progress toward past SLO/PLO/OO Analysis (Action Plans / Course Improvement Plans).
(List your past outcomes analysis (Action Plans) and progress towards those goals.)

☒ **Exemplary**: Outcomes Analysis, Course Improvement Plans and/or Action Plans are clearly listed, along with brief commentary about progress and the current status of those plans.
☐ **Adequate**: Information is provided about SLOs/PLOs/OOs and Outcomes Analysis, Course Improvement Plans and/or Action Plans for the area, but Plans have not been clearly listed and/or progress is unclear.
☐ **Improvement Needed:** No response or response provided does not make evident that Course Improvement Plans and/or Actions Plans have been developed nor if progress has been made.

Comments:Concise description of work completed toward CIPs.

☐ *REVISION REQUIRED*

2D.
Progress towards past program review goals

Review and comment on progress towards past program review goals.
(List your past program review goals and progress towards those goals.)

☒ **Exemplary**: Past program review goals are clearly listed, along with brief commentary about progress and the current status of those goals.
☐ **Adequate**: Information is provided about past program review goals, but goals have not been clearly listed and/or progress is unclear.
☐ **Improvement Needed:** No response or response provided does not make evident what the past goals are nor if progress has been made.

Comments

☐ *REVISION REQUIRED*

3.
Program Review Goals

Based on Part 2 above, please list program/area goals for 2023-2024.

☒ **Exemplary**: Each goal is connected to an ILO/PLO/SLO/OO and EMP Goal. The goals are student-centered and are connected to the analysis in Part 2 above. Steps to be taken to achieve the goals are delineated, as well as the measure of success for each.
☐ **Adequate**: Goals are formed, and each is connected to an ILO/PLO/SLO/OO and EMP Goal, but not all goals are clearly connected to analysis in Part 2 and/or are not student-centered. Steps to be taken to achieve the goal and the measure of success are provided for each, but may be unclear or hard to understand.
☐ **Improvement Needed:** No response or goals listed are not connected to an ILO/PLO/SLO/OO and EMP Goal. Goals listed are actually resource requests, rather student-centered goals. Steps to be taken to achieve the goal and the measure of success are unclear or not provided.

	Comments:
	☐ *REVISION REQUIRED*
4. Resource Requests that Support Program Needs	**Resource Requests that Support Program Needs (based on above analysis)** ☒ **Exemplary**: Each resource request entered is clearly connected to and supports a goal from Part 3. ☐ **Adequate**: Resource requests have been entered, but not all are clearly connected to goals from Part 3. ☐ **Improvement Needed**: No response or resource requests do not relate to goals from Part 3. ☐ **N/A**: No response because additional resources are not needed at this time and/or funding for resources exists from another source. *Comments:* ☐ *REVISION REQUIRED*
5. Program Data	**Insert your Program Review Data here, as well as any other supporting data.** ☒ **Exemplary**: Program Review Data and other supporting data (if applicable) is inserted, and is understandable and relevant to the report. ☐ **Adequate**: Program Review Data and other supporting data (if applicable) is inserted, but is difficult to understand and/or may not be clearly relevant to the report. ☐ **Improvement Needed:** No data is provided, or data provided is unreadable or does not support the report. *Comments:* ☐ *REVISION REQUIRED*

Additional Comments:

Program Review 2022 Peer Review Feedback

On behalf of the Program Review Committee, we thank you for your time and effort in completing your Program Review report this year and for your ongoing efforts to continuously improve AVC's programs and services for our students. Your Program Review allows the rest of AVC to better understand your efforts and how they support the college overall.

Department/Area/Division Name: Commercial Music/ Arts & Humanities

Peer Reviewed By: Cynthia Lehman, Cindy Vargas & Stacey Adams

Part 1. Program Overview	**Program Overview: Briefly describe how the program contributes to the district mission.** ☒ **Exemplary**: A clear connection is described regarding how the program connects to and supports the district mission. ☐ **Adequate**: The work of the program described, but it is not obvious how it contributes to the district mission. ☐ **Improvement Needed**: No response or response does not connect the program to the district mission. *Comments: Clear link to student success and community engagement.* ☐ *REVISION REQUIRED*
Part 2A. Analyze the program review data	**Analyze the program review data (retrieval instructions) focusing on equity and any internal/external environmental scan information (e.g., surveys, interviews, focus groups, advisory groups, licensure exam scores, & job placement) to identify the program Strengths, Opportunities & Aspirations:** • **Strengths and Accomplishments:** (Guiding Question: What does your program/area do well, including capabilities and greatest accomplishments?) • **Opportunities and Challenges**: (Guiding Question: What does your program/area need to do better to support/improve student success?) • **Aspirations**: (Guiding Questions: What does your program/area want to be known for? What is a desired future?) ☐ **Exemplary:** Thoughtful analysis of program review data and any internal/external environmental scan information is included, with a thorough answer to each guiding question regarding Strengths, Opportunities & Aspirations. ☒ **Adequate:** Narrative information is provided regarding program review data and any internal/external environmental scan information, but is lacking analysis of data and/or does not fully address each guiding question regarding Strengths, Opportunities & Aspirations. The section could be strengthened with more data and analysis. ☐ **Improvement Needed**: No response or response provided does not analyze program review data and any internal/external environmental scan information and/or does not address each guiding question regarding Strengths, Opportunities & Aspirations. *Comments: Good concise discussion of successes and the challenges facing the discipline. Including data in this section would make it stronger!* ☐ *REVISION REQUIRED*

Part 2B. Required for CTE	**(Required for CTE only) External Data: Advisory Committee Recommendations & Labor Market Data** ☒ **Exemplary**: Both recommendations from the Advisory Committee and current relevant Labor Market Data are provided. ☐ **Adequate**: Information is provided about an Advisory Committee, but recommendations are not evident and/or Labor Market Data is included, but does not seem current or relevant. ☐ **Improvement Needed**: No response or response provided does not include recommendations from the Advisory Committee and current relevant Labor Market Data. ☐ **N/A**: Not applicable for non-CTE areas *Comments:* ☐ *REVISION REQUIRED*
2C. Progress towards SLO/PLO/OO Action Plans	**Review and comment on progress toward past SLO/PLO/OO Analysis (Action Plans / Course Improvement Plans).** (List your past outcomes analysis (Action Plans) and progress towards those goals.) ☒ **Exemplary**: Outcomes Analysis, Course Improvement Plans and/or Action Plans are clearly listed, along with brief commentary about progress and the current status of those plans. ☐ **Adequate**: Information is provided about SLOs/PLOs/OOs and Outcomes Analysis, Course Improvement Plans and/or Action Plans for the area, but Plans have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident that Course Improvement Plans and/or Actions Plans have been developed nor if progress has been made. *Comments:* ☐ *REVISION REQUIRED*
2D. Progress towards past program review goals	**Review and comment on progress towards past program review goals.** (List your past program review goals and progress towards those goals.) ☒ **Exemplary**: Past program review goals are clearly listed, along with brief commentary about progress and the current status of those goals. ☐ **Adequate**: Information is provided about past program review goals, but goals have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident what the past goals are nor if progress has been made. *Comments: Nice concise narrative about the goals and progress.* ☐ *REVISION REQUIRED*
3. Program Review Goals	**Based on Part 2 above, please list program/area goals for 2023-2024.** ☒ **Exemplary**: Each goal is connected to an ILO/PLO/SLO/OO and EMP Goal. The goals are student-centered and are connected to the analysis in Part 2 above. Steps to be taken to achieve the goals are delineated, as well as the measure of success for each. ☐ **Adequate**: Goals are formed, and each is connected to an ILO/PLO/SLO/OO and EMP Goal, but not all goals are clearly connected to analysis in Part 2 and/or are not student-centered. Steps to be taken to achieve the goal and the measure of success are provided for each, but may be unclear or hard to understand. ☐ **Improvement Needed:** No response or goals listed are not connected to an ILO/PLO/SLO/OO and EMP Goal. Goals listed are actually resource requests, rather student-centered goals. Steps to be taken to achieve the goal and the measure of success are unclear or not provided.

	Comments: Excellent summary of the goals and steps needed to complete. ☐ *REVISION REQUIRED*
4. Resource Requests that Support Program Needs	**Resource Requests that Support Program Needs (based on above analysis)** ☒ **Exemplary**: Each resource request entered is clearly connected to and supports a goal from Part 3. ☐ **Adequate**: Resource requests have been entered, but not all are clearly connected to goals from Part 3. ☐ **Improvement Needed**: No response or resource requests do not relate to goals from Part 3. ☐ **N/A**: No response because additional resources are not needed at this time and/or funding for resources exists from another source. *Comments: Clear requests linked to goals.* ☐ *REVISION REQUIRED*
5. Program Data	**Insert your Program Review Data here, as well as any other supporting data.** ☒ **Exemplary**: Program Review Data and other supporting data (if applicable) is inserted, and is understandable and relevant to the report. ☐ **Adequate**: Program Review Data and other supporting data (if applicable) is inserted, but is difficult to understand and/or may not be clearly relevant to the report. ☐ **Improvement Needed:** No data is provided, or data provided is unreadable or does not support the report. *Comments:* ☐ *REVISION REQUIRED*

Additional Comments:

Program Review 2022 Peer Review Feedback

On behalf of the Program Review Committee, we thank you for your time and effort in completing your Program Review report this year and for your ongoing efforts to continuously improve AVC's programs and services for our students. Your Program Review allows the rest of AVC to better understand your efforts and how they support the college overall.

Department/Area/Division Name: Photography & Commercial Photography/ Arts & Humanities

Peer Reviewed By: Cynthia Lehman and Cindy Vargas

Part 1. Program Overview	**Program Overview: Briefly describe how the program contributes to the district mission.**
	☒ **Exemplary**: A clear connection is described regarding how the program connects to and supports the district mission. ☐ **Adequate**: The work of the program described, but it is not obvious how it contributes to the district mission. ☐ **Improvement Needed**: No response or response does not connect the program to the district mission. *Comments:* ☐ *REVISION REQUIRED*
Part 2A. Analyze the program review data	**Analyze the program review data (retrieval instructions) focusing on equity and any internal/external environmental scan information (e.g., surveys, interviews, focus groups, advisory groups, licensure exam scores, & job placement) to identify the program Strengths, Opportunities & Aspirations:** • **Strengths and Accomplishments:** (Guiding Question: What does your program/area do well, including capabilities and greatest accomplishments?) • **Opportunities and Challenges**: (Guiding Question: What does your program/area need to do better to support/improve student success?) • **Aspirations**: (Guiding Questions: What does your program/area want to be known for? What is a desired future?)
	☐ **Exemplary:** Thoughtful analysis of program review data and any internal/external environmental scan information is included, with a thorough answer to each guiding question regarding Strengths, Opportunities & Aspirations. ☐ **Adequate:** Narrative information is provided regarding program review data and any internal/external environmental scan information, but is lacking analysis of data and/or does not fully address each guiding question regarding Strengths, Opportunities & Aspirations. The section could be strengthened with more data and analysis. ☒ **Improvement Needed**: No response or response provided does not analyze program review data and any internal/external environmental scan information and/or does not address each guiding question regarding Strengths, Opportunities & Aspirations. *Comments: No data to support the narrative. The narrative is concise and lists a lot of great information, but without any data.* *Some of the narrative is missing from the comment on what the program provided to the Admin building in 2A.* ☐ *REVISION REQUIRED*

Part 2B. Required for CTE	**(Required for CTE only) External Data: Advisory Committee Recommendations & Labor Market Data** ☐ **Exemplary**: Both recommendations from the Advisory Committee and current relevant Labor Market Data are provided. ☐ **Adequate**: Information is provided about an Advisory Committee, but recommendations are not evident and/or Labor Market Data is included, but does not seem current or relevant. ☒ **Improvement Needed**: No response or response provided does not include recommendations from the Advisory Committee and current relevant Labor Market Data. ☐ **N/A**: Not applicable for non-CTE areas *Comments: Program review data inserted instead of Labor Market data. Recommendations are there but no labor market data is provided.* ☐ *REVISION REQUIRED*
2C. Progress towards SLO/PLO/OO Action Plans	**Review and comment on progress toward past SLO/PLO/OO Analysis (Action Plans / Course Improvement Plans).** (List your past outcomes analysis (Action Plans) and progress towards those goals.) ☐ **Exemplary**: Outcomes Analysis, Course Improvement Plans and/or Action Plans are clearly listed, along with brief commentary about progress and the current status of those plans. ☐ **Adequate**: Information is provided about SLOs/PLOs/OOs and Outcomes Analysis, Course Improvement Plans and/or Action Plans for the area, but Plans have not been clearly listed and/or progress is unclear. ☒ **Improvement Needed:** No response or response provided does not make evident that Course Improvement Plans and/or Actions Plans have been developed nor if progress has been made. *Comments: No evidence of Action Plans/CIPs being written. The comments only mention that CIPs and SLO data entry is in progress. They are admitting they need to make progress toward both areas. Next year, just list your CIPs/Actions Plan and note progress made toward each.* ☐ *REVISION REQUIRED*
2D. Progress towards past program review goals	**Review and comment on progress towards past program review goals.** (List your past program review goals and progress towards those goals.) ☐ **Exemplary**: Past program review goals are clearly listed, along with brief commentary about progress and the current status of those goals. ☒ **Adequate**: Information is provided about past program review goals, but goals have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident what the past goals are nor if progress has been made. *Comments: Goals are listed but no progress updates are discussed for most of them. Next year, just list your past Program Reivew goals and note progress made toward each.* ☐ *REVISION REQUIRED*

3. Program Review Goals	**Based on Part 2 above, please list program/area goals for 2023-2024.** ☐ **Exemplary**: Each goal is connected to an ILO/PLO/SLO/OO and EMP Goal. The goals are student-centered and are connected to the analysis in Part 2 above. Steps to be taken to achieve the goals are delineated, as well as the measure of success for each. ☒ **Adequate**: Goals are formed, and each is connected to an ILO/PLO/SLO/OO and EMP Goal, but not all goals are clearly connected to analysis in Part 2 and/or are not student-centered. Steps to be taken to achieve the goal and the measure of success are provided for each, but may be unclear or hard to understand. ☐ **Improvement Needed:** No response or goals listed are not connected to an ILO/PLO/SLO/OO and EMP Goal. Goals listed are actually resource requests, rather student-centered goals. Steps to be taken to achieve the goal and the measure of success are unclear or not provided. *Comments: Goal #3 is not a student-centered goal… it sounds like a step to be take to achieve a different goal, which may be goal #1?* ☐ *REVISION REQUIRED*
4. Resource Requests that Support Program Needs	**Resource Requests that Support Program Needs (based on above analysis)** ☒ **Exemplary**: Each resource request entered is clearly connected to and supports a goal from Part 3. ☐ **Adequate**: Resource requests have been entered, but not all are clearly connected to goals from Part 3. ☐ **Improvement Needed**: No response or resource requests do not relate to goals from Part 3. ☐ **N/A**: No response because additional resources are not needed at this time and/or funding for resources exists from another source. *Comments:* ☐ *REVISION REQUIRED*
5. Program Data	**Insert your Program Review Data here, as well as any other supporting data.** ☐ **Exemplary**: Program Review Data and other supporting data (if applicable) is inserted, and is understandable and relevant to the report. ☐ **Adequate**: Program Review Data and other supporting data (if applicable) is inserted, but is difficult to understand and/or may not be clearly relevant to the report. ☒ **Improvement Needed:** No data is provided, or data provided is unreadable or does not support the report. *Comments: External data inserted instead of required program review data. Income and labor market data is included here but not the program review data from Inst. Research.* ☐ *REVISION REQUIRED*

Additional Comments:

Program Review 2022 Peer Review Feedback

On behalf of the Program Review Committee, we thank you for your time and effort in completing your Program Review report this year and for your ongoing efforts to continuously improve AVC's programs and services for our students. Your Program Review allows the rest of AVC to better understand your efforts and how they support the college overall.

Department/Area/Division Name: Theatre Arts/ Arts & Humanities

Peer Reviewed By: Cynthia Lehman, Cindy Vargas & Stacey Adams

Part 1. Program Overview	**Program Overview: Briefly describe how the program contributes to the district mission.** ☒ **Exemplary**: A clear connection is described regarding how the program connects to and supports the district mission. ☐ **Adequate**: The work of the program described, but it is not obvious how it contributes to the district mission. ☐ **Improvement Needed**: No response or response does not connect the program to the district mission. *Comments:* ☐ *REVISION REQUIRED*
Part 2A. Analyze the program review data	**Analyze the program review data (retrieval instructions) focusing on equity and any internal/external environmental scan information (e.g., surveys, interviews, focus groups, advisory groups, licensure exam scores, & job placement) to identify the program Strengths, Opportunities & Aspirations:** • **Strengths and Accomplishments:** (Guiding Question: What does your program/area do well, including capabilities and greatest accomplishments?) • **Opportunities and Challenges**: (Guiding Question: What does your program/area need to do better to support/improve student success?) • **Aspirations**: (Guiding Questions: What does your program/area want to be known for? What is a desired future?) ☐ **Exemplary:** Thoughtful analysis of program review data and any internal/external environmental scan information is included, with a thorough answer to each guiding question regarding Strengths, Opportunities & Aspirations. ☒ **Adequate:** Narrative information is provided regarding program review data and any internal/external environmental scan information, but is lacking analysis of data and/or does not fully address each guiding question regarding Strengths, Opportunities & Aspirations. The section could be strengthened with more data and analysis. ☐ **Improvement Needed**: No response or response provided does not analyze program review data and any internal/external environmental scan information and/or does not address each guiding question regarding Strengths, Opportunities & Aspirations. *Comments: This section needs to be strengthened with data. Some of the comments are about budget disparity for THA. Not clearly linked to student success or no reason given to how the budget impacts success, retention, outcomes and how you measure the disparity.* ☐ *REVISION REQUIRED*

Part 2B. Required for CTE	**(Required for CTE only) External Data: Advisory Committee Recommendations & Labor Market Data** ☐ **Exemplary**: Both recommendations from the Advisory Committee and current relevant Labor Market Data are provided. ☐ **Adequate**: Information is provided about an Advisory Committee, but recommendations are not evident and/or Labor Market Data is included, but does not seem current or relevant. ☒ **Improvement Needed**: No response or response provided does not include recommendations from the Advisory Committee and current relevant Labor Market Data. ☐ **N/A**: Not applicable for non-CTE areas *Comments: No recommendations were presented from the Advisory Committee. Labor market data is good and concise.* ☐ *REVISION REQUIRED*
2C. Progress towards SLO/PLO/OO Action Plans	**Review and comment on progress toward past SLO/PLO/OO Analysis (Action Plans / Course Improvement Plans).** (List your past outcomes analysis (Action Plans) and progress towards those goals.) ☐ **Exemplary**: Outcomes Analysis, Course Improvement Plans and/or Action Plans are clearly listed, along with brief commentary about progress and the current status of those plans. ☒ **Adequate**: Information is provided about SLOs/PLOs/OOs and Outcomes Analysis, Course Improvement Plans and/or Action Plans for the area, but Plans have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident that Course Improvement Plans and/or Actions Plans have been developed nor if progress has been made. *Comments: Hard to distinguish what the action plans are. Next year, just list your CIPs / Outcomes Actions Plan and note progress made toward each.* ☐ *REVISION REQUIRED*
2D. Progress towards past program review goals	**Review and comment on progress towards past program review goals.** (List your past program review goals and progress towards those goals.) ☒ **Exemplary**: Past program review goals are clearly listed, along with brief commentary about progress and the current status of those goals. ☐ **Adequate**: Information is provided about past program review goals, but goals have not been clearly listed and/or progress is unclear. ☐ **Improvement Needed:** No response or response provided does not make evident what the past goals are nor if progress has been made. *Comments: Concise summary of prior goals and the status of them.* ☐ *REVISION REQUIRED*
3. Program Review Goals	**Based on Part 2 above, please list program/area goals for 2023-2024.** ☐ **Exemplary**: Each goal is connected to an ILO/PLO/SLO/OO and EMP Goal. The goals are student-centered and are connected to the analysis in Part 2 above. Steps to be taken to achieve the goals are delineated, as well as the measure of success for each. ☒ **Adequate**: Goals are formed, and each is connected to an ILO/PLO/SLO/OO and EMP Goal, but not all goals are clearly connected to analysis in Part 2 and/or are not student-centered. Steps to be taken to achieve the goal and the measure of success are provided for each, but may be unclear or hard to understand.

	☐ **Improvement Needed:** No response or goals listed are not connected to an ILO/PLO/SLO/OO and EMP Goal. Goals listed are actually resource requests, rather student-centered goals. Steps to be taken to achieve the goal and the measure of success are unclear or not provided. *Comments: Some of your goals seem redundant or maybe could be condensed into one goal with multiple steps to be taken to achieve the goal. Goal #10 is a resource request. This could be included as a step to be taken to achieve a goal… possibly Goal #4?* ☐ *REVISION REQUIRED*
4. Resource Requests that Support Program Needs	**Resource Requests that Support Program Needs (based on above analysis)** ☒ **Exemplary**: Each resource request entered is clearly connected to and supports a goal from Part 3. ☐ **Adequate**: Resource requests have been entered, but not all are clearly connected to goals from Part 3. ☐ **Improvement Needed**: No response or resource requests do not relate to goals from Part 3. ☐ **N/A**: No response because additional resources are not needed at this time and/or funding for resources exists from another source. *Comments:* ☐ *REVISION REQUIRED*
5. Program Data	**Insert your Program Review Data here, as well as any other supporting data.** ☒ **Exemplary**: Program Review Data and other supporting data (if applicable) is inserted, and is understandable and relevant to the report. ☐ **Adequate**: Program Review Data and other supporting data (if applicable) is inserted, but is difficult to understand and/or may not be clearly relevant to the report. ☐ **Improvement Needed:** No data is provided, or data provided is unreadable or does not support the report. *Comments:* ☐ *REVISION REQUIRED*

Additional Comments: