

Peer Review Report 2012-13

Program Name: Bookstore

Assessment of Comprehensive Self-Study Report

___ The self-study reflects a thorough effort to present a well-documented review of the program; analysis of each data element is thorough, unbiased and accurate; conclusions, goals/objectives, planning and recommendations are well-substantiated by the analysis of the data; information indicates clear connections of the program to institutional learning outcomes and mission.

X___ The self-study presents adequate program information; analysis of data measures is provided; narrative information is provided and addresses the criteria; conclusions, goals/objectives, planning and recommendations relate to the analysis of data, institutional learning outcomes and mission.

___ The self-study report is lacking in one or more areas and/or contains some inaccuracies. The report must be revised and resubmitted in order to meet the requirements of the program review process.

Comments about the self-study report

The document is well written. It just needs more emphasis on data and the linkage to OOs. The self-study clearly explains the bookstore needs and shows how the staff works well.

Recommendations to the program

Submit future program review reports by the October 31 deadline.

1.3 Look for ways to tell the bookstore story with your numbers.

2.1 Raw numbers are much appreciated; providing a percentage change would help the reader understand the significance of those numbers.

3.2 Profit or loss from book rentals may be more important to your planning than the actual number of rentals.

5.3 Goals should be tied to OOs.

The 2012-13 Bookstore self-study report has been reviewed and accepted by the Program Review Committee.

Peer Review Report 2012-13

Program Name: Café

Assessment of Comprehensive Self-Study Report

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X___ The self-study presents adequate program information; analysis of data measures is provided; narrative information is provided and addresses the criteria; conclusions, goals/objectives, planning and recommendations relate to the analysis of data, institutional learning outcomes and mission.

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Comments about the self-study report

The document is well written.

4.1 Your summary of survey data and your narrative does nice job of highlighting student issues and your commitment to resolving them.

Recommendations to the program

Submit future program review reports by the October 31 deadline.

2.8 Collect and analyze workload/services data to help with planning and efficiency.

3.2 Review and revise OO to make it measurable.

The 2012-13 Café self-study report has been reviewed and accepted by the Program Review Committee.