

Career and Technical Education Program Review Template Evaluation Rubric

Template Items	Evaluation Criteria and Description	Excellent	Meets the Standard	Needs Some Improvement to Meet the Standard	Needs Major Improvement to Meet the Standard
<p>Outcomes of the Last Accreditation Report (Box 1, 2, 3 and 5)</p>	<p>Did the program maintain accreditation?</p>	<p>The program was reaccredited, received commendations, and no citations/recommendations</p>	<p>The program was reaccredited and received both commendations and citations/recommendations</p>	<p>The program was reaccredited and has several citations (recommendations for improvement)</p>	<p>The program was put on probation</p>
<p>Findings of Last Re-accreditation Report (Box 4)</p>	<p>Did the program make the required improvements?</p>	<p>The program was able to take actions to improve and received the needed support to take the actions</p>		<p>The program was not able to take actions to improve because it did not get the support needed from the college</p>	<p>The Program had the needed support to take actions but did not act or is limited in direction from the accreditor to take actions</p>
<p>Advisory Board (Box 6)</p>	<ol style="list-style-type: none"> 1. Did the program hold an annual advisory board meeting each year of the five-year cycle? 2. Did the program submit the advisory board meeting minutes each year of the five-year cycle? Did the program include the web address/link to the online minutes? 	<p>Yes the program held an annual meeting of the advisory board and submitted the minutes</p>		<p>No, the program did not hold an annual meeting of the advisory board and/or did not submit the minutes</p>	

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Commendations from the Advisory Board (Box 7)	Did the program receive commendations from the Advisory Board	The program received commendations		N/A	N/A
Recommendations from the Advisory Board (Box 8 and 9)	Did the program act on or investigate the recommendations made by the Advisory Board?	The program was able to take actions or investigate the recommendations and received the needed support to proceed.		The program was not able to take actions or investigate because it did not get the support needed	The Program had the needed support to take actions but did not act or is limited in direction from the advisory board to take actions
Regional Labor Demand (Question 1 under Forecasting Data)	What does the 5-year labor market demand data trend indicate?	Labor demand has an upward trend	Labor demand is projected to be flat	Labor demand is projected to decrease.	

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Regional Labor Demand (Box 10)	<p>Narrative Criteria Narrative demonstrates...</p> <ol style="list-style-type: none"> 1. An understanding of the trend 2. Reason for the trend(s) are provided 3. An understanding of the occupation(s) <p>Definitions, Examples and Explanations Narrative reasons could reflect:</p> <ul style="list-style-type: none"> • Shows an awareness of changes in the industry/occupation • Shows an awareness of legislative policy changes • New growth in the sector • Changes in demographics such as birth rates, new residents 	<p>The narrative Exceeds expectations – the narrative could be used as an exemplar</p>	<p>The narrative includes all 3 of the criteria</p>	<p>The narrative includes 2 of the criteria</p>	<p>The narrative includes fewer than 2 of the criteria</p>
Regional Labor Supply (Question above Box 11)	<p>What does the pipeline data trend indicate?</p>	<p>Labor supply has a downward trend</p>	<p>Labor supply is projected to be flat</p>	<p>Labor supply is projected to increase</p>	
Regional Labor Supply (Box 11)	<p>Narrative Criteria Narrative demonstrates...</p> <ol style="list-style-type: none"> 1. An understanding of the trend 2. Reason for the trend(s) are provided 3. An understanding of the regional output/supply <p>Definitions, Examples and Explanations Narrative reasons could reflect:</p> <ul style="list-style-type: none"> • Shows an awareness of the educational system in the region • Shows an awareness of legislative policy changes • Changes in occupation wages • Changes in demographics such as new residents 	<p>The narrative Exceeds expectations – the narrative could be used as an exemplar</p>	<p>The narrative includes all 3 of the criteria</p>	<p>The narrative includes 2 of the criteria</p>	<p>The narrative includes fewer than 2 of the criteria</p>

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Regional Trend for Occupation Wages (Question above Box 12)	What does the occupational wage trend indicate?	The occupational wage trend increased	The occupational wage stayed flat	The occupational wage trend decreased	
Regional Trend for Occupational Wages (Box 12 – Elaine and team will follow up)	<p>Narrative Criteria Narrative demonstrates...</p> <ol style="list-style-type: none"> 1. An understanding of the trend 2. Reason for the trend(s) are provided 3. An understanding of the occupational trends <p>Definitions, Examples and Explanations Narrative reasons could reflect:</p> <ul style="list-style-type: none"> • Shows an awareness of legislative policy changes • Demand/supply for the workers in the occupation • Changes in the scope of practice and occupational responsibilities • Changes in technology 	The narrative Exceeds expectations – the narrative could be used as an exemplar	The narrative includes all 3 of the criteria	The narrative includes 2 of the criteria	The narrative includes fewer than 2 of the criteria
Program 13.5 Unit CTE Course Completion Rate (Questions above Box 13)	What does the data trend indicate about the number of students completing 13.5 units each year for the last 5 years within your program?	The number of students completing 13.5 units increased over the 5 year period	The number of students completing 13.5 units stayed flat over the 5 year period	The number of students completing 13.5 units decreased over the 5 year period	
Program 13.5 Course completion (Box 13)	<p>Narrative Criteria Narrative demonstrates...</p> <ol style="list-style-type: none"> 1. An understanding of the trend 2. Reason for the trend(s) are provided 3. Reasons include items within department control <p>Definitions, Examples and Explanations Narrative reasons could reflect:</p> <ul style="list-style-type: none"> • Culturally relevant pedagogy and/or curriculum 	The narrative Exceeds expectations – the narrative could be used as an exemplar	The narrative includes all 3 of the criteria	The narrative includes 2 of the criteria	The narrative includes fewer than 2 of the criteria

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	<ul style="list-style-type: none"> • Scheduling • Instructional modality of the program course(s) delivery • CTE labor market data • Industry trends • Outreach Initiatives • Hiring Practices 				
Graduate Employment Rates (Questions above Box 14)	What does the graduate employment rate for degrees indicate?	Employment rate is 100% to 90%	Employment rate is 89% to 80%	Employment rate is 79% to 70%	Employment rate is less than 69%
Graduate Employment Rates (Questions above Box 14)	What does the graduate employment rate for certificates indicate?	Employment rate is 100% to 90%	Employment rate is 89% to 80%	Employment rate is 79% to 70%	Employment rate is less than 69%
Graduate Employment Rates (Box 14)	<p>Narrative Criteria Narrative demonstrates...</p> <ol style="list-style-type: none"> 1. An understanding of the trend 2. Reason for the trend(s) are provided 3. Reasons include items within department control 4. An understanding of the industry and student support services for employment <p>Definitions, Examples and Explanations Narrative reasons could reflect:</p> <ol style="list-style-type: none"> 1. Culturally and occupationally relevant pedagogy and/or curriculum 2. The curriculum and course materials are current 3. Instructional modality of the program course(s) delivery 4. Good relationships with industry partners 5. Understanding of hiring rates within the occupation 6. Knowledge of job postings and hiring rate 7. Understanding of student support services 8. Understanding of the soft skills needed within the occupation 	The narrative Exceeds expectations – the narrative could be used as an exemplar	The narrative includes all 4 of the criteria	The narrative includes 3 of the criteria	The narrative includes fewer than 3 of the criteria

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<p>Strong Workforce Program Funding (Box 15, 16, 17, and 18)</p>	<p>Narrative Criteria Narrative demonstrates...</p> <ol style="list-style-type: none"> 1. Did the program meet the goals and outcomes 2. Percentage of intended metrics that were positively impacted 3. Did it meet the baseline metrics and did the needle move in a positive direction on the intended metric(s) <p>Definitions, Examples and Explanations Narrative reasons could reflect:</p> <ul style="list-style-type: none"> • Culturally relevant pedagogy and/or curriculum • The curriculum and course materials are current • Scheduling • Instructional modality of the program course(s) delivery • CTE labor market data • Industry trends 				
<p>Strong Workforce Program Metrics (Box 19)</p>	<p>Narrative Criteria Narrative demonstrates...</p> <ol style="list-style-type: none"> 1. An understanding of the trend 2. Reason for the trend(s) are provided 3. Reasons include items within department control <p>Definitions, Examples and Explanations Narrative reasons could reflect:</p> <ul style="list-style-type: none"> • Culturally relevant pedagogy and/or curriculum • The curriculum and course materials are current • Scheduling • Instructional modality of the program course(s) delivery • CTE labor market data • Industry trends 	<p>The narrative Exceeds expectations – the narrative could be used as an exemplar</p>	<p>The narrative includes all 3 of the criteria</p>	<p>The narrative includes 2 of the criteria</p>	<p>The narrative includes fewer than 2 of the criteria</p>

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<p>Perkins Program Funding (Box 20, 21, 22, and 23)</p>	<p>Narrative Criteria Narrative demonstrates...</p> <ol style="list-style-type: none"> 1. An understanding of the trend 2. Reason for the trend(s) are provided 3. Reasons include items within department control <p>Definitions, Examples and Explanations Narrative reasons could reflect:</p> <ul style="list-style-type: none"> • Culturally relevant pedagogy and/or curriculum • The curriculum and course materials are current • Scheduling • Instructional modality of the program course(s) delivery • CTE labor market data • Industry trends 				
<p>Perkins Program Metrics (Box 24)</p>	<p>Narrative Criteria Narrative demonstrates...</p> <ol style="list-style-type: none"> 1. An understanding of the trend 2. Reason for the trend(s) are provided 3. Reasons include items within department control <p>Definitions, Examples and Explanations Narrative reasons could reflect:</p> <ul style="list-style-type: none"> • Culturally relevant pedagogy and/or curriculum • The curriculum and course materials are current • Scheduling • Instructional modality of the program course(s) delivery • CTE labor market data • Industry trends 	<p>The narrative Exceeds expectations – the narrative could be used as an exemplar</p>	<p>The narrative includes all 3 of the criteria</p>	<p>The narrative includes 2 of the criteria</p>	<p>The narrative includes fewer than 2 of the criteria</p>