Questions to Be Addressed by All Programs and Services

(Note to SLT members: in response to your feedback, parenthetical explanations about what should be covered in response to each question will be added to the final version of this document.)

Program/Service:

Person(s) Completing the Form:

Date:

*Please provide detailed answers in narrative form. Attach additional pages, if necessary. Wherever possible, use data to support your assertions.

Alignment

1. How is your program or service aligned to the College’s Mission, Vision, Values, and Ends?
   
   a. How is the work of your program or service aligned to the College’s Strategic Plan?

Impact

2. Describe the direct or indirect impact of your program or service on student success? On student recruiting?

3. What is the internal demand for your program/service, and what is the external demand for your program/service? Describe the ramifications for internal stakeholders (e.g. faculty, staff, and students) and for external stakeholders (the community and employers) of reducing or eliminating your program or service.
a. Is your program or service duplicated at another area institution or by another area provider? Please describe how your program or service is unique. Is there a value added by your program or service?

Recommendations

*Please understand that your suggestions are advisory to the Committee.

4. Please detail past efficiencies or reductions (from the past 3-5 years) you have made within or related to your program or service.

5. Please detail efficiencies or reductions you feel could be made within or related to your program or service, if they become necessary.

6. Please detail any opportunities you may have to reduce costs and increase value simultaneously in relation to your program or service.

7. Please detail future plans for your program or service that may result in increased revenue, efficiencies, or other improvements that would impact budget.

8. Please explain what resources your program or service could use to better serve students/clients. What are you currently unable to do?

9. Is there anything else that you would like to add regarding your program or service?