

Handout1 – Six Data Elements

I. Student Performance

Source: Course Outcome Dashboard, Launchboard

1. Describe the strengths and gaps in your program's performance data while focusing on groups that are struggling the most (special populations, genders, ethnicities).
2. Identify the potential cause and describe the efforts (new evidence-based activities, modified/new policies or structure) to improve student performance.

II. Program Quality (size, scope, and quality)

Source: Catalog, your program website, Course Outcome Dashboard, Award Dashboard, Launchboard, COE reports (21st century skills, resilient jobs)

Assess the effectiveness of your program in meeting the needs of all eligible students for each of the following element: *size*, *scope*, and *quality*. Identify areas for improvement and describe the process to improve. Below are examples of each element:

- a. Size: class size, enrollment trend, number of courses within a program, number of certificates and awards
- b. Scope: alignment of course sequence and curriculum, linkages with High school, agreement with transfer institutions, ability to address full breadth of the subject matter
- c. Quality: clear pathways to university and / or job market, consultation with industry, on-going assessment for improvement, perceptions from students and industries, professional development activities

III. Labor Market Needs

Source: Launchboard SWF / CTEOS, COE report (Sector Analysis report, 21st century skills, resilient jobs), Supply and Demand Tools

Assess how your program is meeting the labor market need by answering at least two areas below.

- a. Describe opportunity in the market for special populations
- b. Compare your program demographics and industry's demographic
- c. Compare the awards and certificates offered with high-demand local occupations
- d. Compare the program enrollment / award trend with local job openings
- e. Compare skills taught in the program with employability skills needed in the job

IV. Progress toward Improving Equity and Access

Source: All of the above and Student Characteristics Dashboard

Describe a plan to increase *access*, *performance*, and *program delivery* for all students, particularly the special populations.

V. Progress toward Implementing Programs of Study

1. Assess program alignment and articulation across secondary and post-secondary education.
2. Describe efforts made to create early college credit opportunities (articulation, dual enrollment) for high school students

VI. Recruitment, Retention and Training of CTE educators

1. Assess the diversity and qualifications of your staff and your faculty (full / part-time)
2. Describe the current practices to support faculty and staff through professional development
3. Describe any attempt to recruit more diverse faculty pool, and what assistance you may need)