

# ADDENDUM

## Community College Accountability/Program Review

Supplemental Instructions  
and Reporting Requirements

2001-2002



Illinois Community College Board  
401 East Capitol Avenue  
Springfield, Illinois 62701-1711  
Telephone: (217) 785-0123  
Fax: (217) 524-4981  
[www.iccb.state.il.us](http://www.iccb.state.il.us)

Illinois Community College Board

**COMMUNITY COLLEGE  
ACCOUNTABILITY/PROGRAM REVIEW GUIDE ADDENDUM  
2001-2002**

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**COMMUNITY COLLEGE  
ACCOUNTABILITY/PROGRAM REVIEW ADDENDUM  
2001-2002**

**Introduction**

This *Addendum* contains supplemental instructions and reporting requirements for community colleges to address in their Fiscal Year 2002 Accountability/Program Review Reports. Information regarding the completion of Parts A and B, which are standard items in the annual report, is included in the *Community College PQP/Program Review Guide* (December 1993). Each year as a part of the Accountability/Program Review reporting process, the colleges are asked to respond in Parts C and D of their reports to special inquiries based on issues from the Illinois Board of Higher Education and the Illinois Community College Board state-level initiatives. These inquiries vary from year to year and are outlined in the annual *Addendum* to the Guide.

**Please note the following:**

- 1. The Annual Results Report that responds to the six statewide goals for higher education identified in the Illinois Board of Higher Education's *Illinois Commitment* will no longer be a part of the Accountability/Program Review Report. Instead, colleges will receive separate instructions for completing and submitting Results Reports.**
- 2. Part D - The Review of Undergraduate Education will not be required in the Fiscal Year 2002 Accountability/Program Review Report. IBHE staff are reevaluating and redesigning a number of review and reporting processes. Information for further reviews of undergraduate education will be included in future *Addenda*, if appropriate.**

This *Addendum* includes instructions for preparing reports of:

- Instructional program review summaries (Part A).
- Action summaries of programmatic improvements (Part B).
- Special focus areas that colleges are asked to address (Part C)

The *Addendum* also contains the following attachments that should be helpful as the colleges pursue their Accountability/Program Review activities:

- Attachment 1 – schedule for occupational program review.
- Attachment 2 – tables that show statewide information on credit hours, unit costs, enrollments, and completions by college for the instructional program areas that are to be reviewed during the year. Colleges will also find it useful to reference the tables included in the ICCB report, *2001 Follow-Up Study of Fiscal Year 2000 Occupational Graduates*, when analyzing program reviews.

- Attachment 3 – instructions and a format for reporting progress in achieving the district goal for the Performance-Based Incentive System.

**Three copies of the Fiscal Year 2002 Accountability/Program Review Report should be submitted to the ICCB no later than August 1, 2002. For your convenience, a checklist of all the items that are to be included in the report is included on pages 8-9.**

## **INSTRUCTIONS FOR THE FISCAL YEAR 2002 ACCOUNTABILITY/PROGRAM REVIEW REPORT**

### **Part A: Instructional Program Review Summaries (Analyses)**

Colleges should use the *Community College PQP/Program Review Guide* (December 1993) for directions for Part A of the report. The following forms from Part A should be included in the Fiscal Year 2002 Accountability/Program Review Report from the college:

#### Form A-1 for occupational programs

A separate Form A-1 should be completed for each occupational program scheduled for review during fiscal year 2002. A schedule of the programs to be reviewed each year is attached for your use. In addition, a Form A-1 should be completed for any occupational program that was reviewed during fiscal year 2001, and for which further review was indicated. (Attachment 2 - ICCB Occupational Program Review and Attachment 3 - Data tables of enrollments, completions, credit hours, and program costs are included for reference and/or for use in analyzing program review results.)

#### Form A-2 for academic disciplines

A separate Form A-2 should be completed for each academic discipline reviewed during fiscal year 2002.

#### Form A-3 for developmental education

A separate Form A-3 should be completed for each developmental program reviewed during fiscal year 2002. Developmental programs include Adult Basic and Adult Secondary Education, English as a Second Language, and Developmental Studies.

Other: Form A-4 for Academic and Student Support Programs, Form A-5 for Overall Academic Functions, Form A-6 for Administrative Functions, and Form A-7 for Public Service Functions should be submitted only if the college reviewed the relevant functional area during fiscal year 2002.

**IMPORTANT: While the primary purpose of program review is to ensure that programs are of high and continuing quality, the process is also a critical means of being accountable to students and others. The summaries of program reviews should provide strong evidence that**

**recommendations for quality improvements for programs are linked directly to the findings of a rigorous program review process. In addition, summaries of program reviews should provide a continuous accountability loop by including information regarding the outcome(s) of recommendations from the previous review of each program.**

### **Part B: Action Summaries of Programmatic Improvements**

Colleges should use the *Community College PQP-Program Review Guide* (December 1993) for directions for Part B of the report. The following form from Part B should be included in the Fiscal Year 2002 Accountability/Program Review Report:

Form B-1 for actions taken in the instructional program area as the result of the year's formal program reviews, prior years' reviews, or informal reviews.

Other: If the college submits Form A-4, A-5, A-6, or A-7, the corresponding Form B action summary should also be submitted.

**PLEASE NOTE:** Forms for Part B of the report should be submitted in hardcopy only. **Part B no longer needs to be submitted in computer-readable form.**

### **Part C-1: Occupational Program Reviews – Analysis of Information from the 2001 Follow-Up Study of Fiscal Year 2000 Occupational Program Graduates**

This section of the *Accountability/Program Review Report* calls for an institutional analysis of information presented in the *Follow-Up Study of Occupational Graduates* distributed to the community college system each October. The follow-up study contains responses obtained from occupational program graduates of selected programs on a standardized student survey, thereby providing a critical “customer” perspective. Data from the survey are an important consideration as colleges evaluate the need, quality, and cost of specific occupational curricula during program review. In addition, data from the follow-up study are used to determine the performance of each college on one of the statewide goal measures for the Illinois community college system's Performance-Based Incentive System (PBIS). Colleges are asked to respond to the following recommendations from the *2001 Follow-Up Study of Fiscal Year 2000 Occupational Program Graduates*, if applicable.

- a. Quality of instruction and support services as measured by student satisfaction is one of seven statewide PBIS goal measures for which points are earned. From the occupational follow-up study data, the percentage of students who are somewhat or very satisfied with courses in the student's major program of study, courses outside the student's major program of study, and student support programs and services are evaluated and scored. Since graduate response rates must be strong for these evaluations to be meaningful, *minimum response rates have been set: a 50 percent response rate must be achieved by those colleges surveying 30 or more graduates; a 60 percent response is required for those institutions contacting less than 30 graduates.*

**Colleges that did not meet the appropriate criterion for the survey of fiscal year 2000 occupational graduates should give special attention to increasing these rates for the coming year. These colleges should provide a brief update on their efforts to increase response rates as Part C-1 of their Fiscal Year 2002 Accountability/Program Review Report.**

- b. The statewide study contained information indicating that graduates of Business Systems Networking and Telecommunications programs exhibited elevated unemployment rates, a heightened incidence of individuals working outside the field (particularly those unable to find jobs in the field) and concerns by graduates about labor market information, job preparation, and career planning. **Colleges that offer programs in this occupational area should examine responses from their graduates to determine if any of these issues are relevant to the college program(s), and if so, what actions should be taken to address the issue(s). Results of this evaluation should be included in the appropriate program review summaries.**
- c. The Computer Operator profession appears to be disappearing as information technology evolves. Programs offered in the state tend to be small. Graduates who responded to the survey were dissatisfied with their employment and the pay received by completers was low. **Colleges that offer programs in this occupational area should carefully evaluate them to determine if they are still justified, or if they are nearing the end of their life cycles. Results of this evaluation should be included in the appropriate program review summaries.**
- d. The following programs had over 30 graduates in the statewide study and exhibited unemployment rates higher than the 6.7 percent average for all respondents to the survey: Business Computer Programming/Programmer, Business Systems Networking and Telecommunications, Medical Transcription, Industrial Electronics Installer/Repairer, and Computer Installer/Repairer. **Colleges that offer programs in these occupational areas should examine responses from their graduates to determine if the findings in the statewide study apply locally and, if so, what program improvement initiatives are necessary to address the problem. Results of these evaluations should be included in the appropriate program review summaries.**

## **Part C-2: Special Focus Questions**

### **C-2.1: Teacher Preparation and Professional Development**

### **C-2.2: Program Assessment**

### **C-2.3: Performance-Based Incentive System – District-Based Goal**

#### **C-2.1: Teacher Preparation and Professional Development**

“Illinois and the nation are facing the dual challenges of improving the quality and the appropriate supply of educators for our public schools.” (*Improving Illinois’ Educator Workforce*, A report to the Illinois General Assembly prepared by the Joint Education Committee in response to HR250, November 2001) The call for increased accountability for public education in the U.S. has focused attention on the importance of good teaching to student achievement. At the same time that reform initiatives are being implemented to strengthen the preparation and professional development of teachers, schools are faced with replacing huge numbers of teachers who are either retiring or leaving the teaching force for other reasons. Nearly 50 percent of Illinois’ teachers are eligible to retire within the next five years, yet only about 12,000 teachers are prepared annually in Illinois. About one-third of all new teachers leave the profession within five years. In addition, a significant number of teachers are not adequately prepared in the subject(s) they are teaching. Up to 25 percent of high school English teachers do not have a major or a minor in English. Up to 33 percent of high school mathematics teachers do not have a major or a minor in mathematics. Further, under-qualified teachers tend to be assigned to students that are at highest risk. Fully 70 percent of under-qualified teachers are employed in schools with the highest concentrations of high poverty and at-risk students. (*Improving Illinois’ Educator Workforce*)

It is clear that the magnitude of these problems will require the efforts of all education providers in partnership. Community colleges have historically played a role in providing some or all of the first two years of college preparation to intending teachers. Studies have shown that approximately 44 percent of the graduates of public university teacher education programs in Illinois annually earned the equivalent of a year or more of their coursework from a community college. There is general consensus that providing general education for intending teachers is an appropriate role for community colleges. There is less agreement regarding the appropriate role for community colleges beyond general education, for example in providing early clinical experiences and/or professional education courses. There is also general agreement that community colleges can and should play a role in providing professional development opportunities for teachers.

Discussion among all education sectors, business and industry, legislators, and others regarding the community college role in teacher preparation is occurring at both the state and national levels. In Illinois, the Governor convened an Education Summit in November, 2001 and January 2002 to discuss issues of teacher quality and supply and develop recommendations for a fiscal and legislative agenda to address identified needs. And, on March 6 and 7, 2002, a meeting of representatives from Illinois community colleges and college and university teacher preparation programs was convened to discuss the future role

of community colleges in teacher preparation. In addition, the Illinois Community College Board is a partner in a federally-funded project led by the Education Commission of the States to explore the community college role in teacher preparation in selected states, examine related policies and identified barriers, and ultimately develop policy recommendations that will be discussed in national forums.

As all of these forces converge to clarify the role of community colleges in teacher preparation, including professional development, ICCB staff need to have a complete picture of the scope of related college activities and partnerships to help inform the policy-level discussions that are occurring. Colleges are asked to provide information regarding: (a) local teacher preparation initiatives and partnerships, and (b) college involvement in the provision of professional development opportunities, particularly those that support teacher recertification requirements.

#### **A. Teacher Preparation Initiatives and Partnerships**

Please describe any initiatives or partnerships the college has developed with universities and/or other community colleges related to teacher preparation (i.e., aligning courses and curricula with Illinois teaching standards and NCATE standards; locating baccalaureate-completion and/or alternative certification opportunities on the college campus; working in partnership with K-12 school districts, other community colleges, and/or universities to recruit and prepare teachers for hard-to-serve areas; developing specific articulation agreements). **(Two-page maximum)**

#### **B. Professional Development Opportunities**

Please describe:

- The professional development opportunities the college makes available to teachers, including credit courses and workshops, seminars, and other activities that provide Continuing Education Units or Continuing Professional Development Units. If possible, provide an indication of how many teachers the college served through these courses and activities during fiscal year 2002.
- Partnerships the college has developed with individual schools, school districts, Regional Offices of Education, and others to develop and provide professional development for teachers.

**(Two-page maximum)**

#### **C-2.2: Program Assessment**

The need to be increasingly accountable for student achievement and preparation has led educators to assess their efforts from a student learning (outcomes) perspective rather than the traditional teaching (inputs) perspective. Assessment has become an essential tool to insure student learning and the continuous improvement of instruction. Pledge Five in the Illinois community college systems' strategic plan, *Promise for Illinois*, states that Illinois community colleges will emphasize high quality in all programs, services, and operations. Similarly, Goal 5 of the Illinois Board of Higher Education's *Illinois Commitment* states, "Illinois colleges and universities will hold students to even higher expectations for learning and will be

accountable for the quality of academic programs and the assessment of learning.” The same goal specifically stipulates that by 2004, all academic programs will systematically assess student learning and use assessment results to improve programs. In a forthcoming concept paper addressing this specific requirement of Goal 5, IBHE defines the assessment of student learning in all programs as: the systematic determination of what students know and are able to do as a result of completing a unique program of study by using end-of-program assessment, and the use of these results for improving the quality of the curriculum, teaching, and student learning.

It is apparent from information the colleges have provided in previous Accountability/Program Review Reports, Results Reports, and other documents that the development and implementation of institution-wide assessment systems is a priority and is moving forward. However, this is an opportune time to determine the current status of and future plans for program assessment at the colleges. Accordingly, please provide the following information:

- What programs at the college already have an end-of-program assessment in place? This may include programs for which students must take certification or licensure tests.
- Describe the college’s plans to develop program assessments for those programs that do not currently assess students’ learning as a result of completing the program.

**(Two-page maximum.)**

### **C-2.3: Performance-Based Incentive System – District-Based Goal**

As part of the 2001 Accountability/Program Review Report, colleges submitted a report of the progress that had been achieved toward the district-based goal(s). Progress reports were reviewed by peer panels who recommended the allocation of performance-based funds related to district-based goals for fiscal year 2001. A fiscal year 2002 budget recession prevented the distribution of performance-based funds for district-based goals this fiscal year. However, it is hoped that colleges continued to move forward with their district goal activities. Part C-2.3 of the Fiscal Year 2002 Accountability/Program Review Report should include information that indicates progress the college has made in achieving its identified district-based goal(s). This will be the final reporting year for the Performance-Based Incentive System District-Based Component. Accordingly, colleges will be asked to submit an overall four-year final report in addition to the Executive Summary and yearly progress report that have been requested in past years. A format for reporting this information is included as Attachment 3.

### **Five-Year Schedule of Program Reviews**

The college should submit a copy of its current five-year schedule of program reviews.

## CHECKLIST

### Items to be Submitted in the Fiscal Year 2002 Accountability/Program Review Report

#### Part A:

Form A-1 for each occupational program reviewed during fiscal year 2002

Form A-2 for each academic discipline reviewed during fiscal year 2002

Form A-3 for each developmental program reviewed during fiscal year 2002

Form A-4 for Academic and Student Support Services, Form A-5 for Overall Academic Functions, Form A-6 for Administrative Functions, and Form A-7 for Public Service Functions should be submitted only if the college reviewed the relevant functional area(s) during fiscal year 2002

Note: If a college indicated further review for a program that was reviewed in fiscal year 2001, please include a Form A-1 for the program to indicate the results of the continued review.

#### Part B:

Form B-1 for actions taken in the instructional program area as the result of the past year's formal program reviews, prior years' reviews, or informal reviews

If Form A-4, A-5, A-6, or A-7 is submitted, the corresponding Form B action summary should be submitted.

NOTE: Part B is to be submitted in hard copy only.

#### Part C-1:

Update on efforts to increase response rates for the annual survey of occupational program graduates (applicable only to colleges that did not meet established minimum response rates for the 2001 survey of 2000 occupational graduates)

NOTE: If the college offers programs in areas for which issues of concern were noted in the *2001 Follow-Up Study of Fiscal Year 2000 Occupational Graduates* ( Business Systems Networking and Telecommunications, Computer Operator, Business Computer Programming/Programmer, Medical Transcription, Industrial Electronics Installer/Repairer, and/or Computer Installer/Repairer) be sure to address the issue(s) in the appropriate program review summaries reported in Part A.

**Part C-2:**

**C-2.1** Teacher Preparation and Professional Development

**C-2.2** Program Assessment

**C-2.3** Performance-Based Incentive System – District-Based Goal

Note: The annual Results Report is no longer included in Part C-2. Colleges will receive separate instructions for completing and submitting the 2002 Results Report.

**Part D:**

There is no Report on Undergraduate Education required for 2001-2002.

**Other:**

Copy of the college's current five-year program review schedule

**Due Date:**

Submit **three** copies of the Fiscal Year 2002 Accountability/Program Review Report to the ICCB **no later than August 1, 2002.**

Attachment 1

**OCCUPATIONAL PROGRAM REVIEW SCHEDULE**

**ICCB Program Review Schedule**

<u>Program</u>	<u>FY 2000</u>	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>FY 2004</u>
Agriculture	Ag Bus-0101 Ag Prod-0103 Ag/Food Proc-0104 Ag Supp-0105 Hort-0106 Forest Prod-0304 Wildlife-0306	Ag Mech-0102			
Business	Apparel-0801 Entrep-0803 Fin Serv-0804 Food Prod-0806 Gen Ret Whol-0807 Hospit-0809 Ins Mktg-0810 Tour/Trav-0811	Entrep Mgt-5207 Hosp Mgt-5209 Hum Res Mgt-5210 Intr Bus-5211 Mktg Mgt-5214 Real Est-5215	Data Proc-5212	Adm & Mgt-5202 Adm/Sec-5204	Bus,Gen-5201 Acct-5203 Fin Mgt-5208
Communications			Advert-0902 Journ-0904 Pub Rel-0905 Radio/TV-0907 Comm Tech-1001		
Consumer				Cosmet-1204	Mort Sci-1203
Eng-Related	Envir Cont-1505	Indust Prod-1506 Mining-1509	Elcty/Elctr-1503 Electromech-1504	Civil Eng-1502	Qual Cont-1507 Mech Eng-1508 Misc Eng-1511
Health	Nursing-5116 Misc Hlth-5126	Comm Disord-5102 Hlth Asst-5108 Mntl Hlth-5115	Hlth Med Serv-5107	Dental-5106 Diagnostic-5109	Med Lab-5110 Ophthal-5118
Home & Inst. Svcs.	Custodial-2006	Teach Aide-1315 Child Care-2002	Clothing-2003	Culinary-1205 Food Wkr-2004	Home Furn-2005
Legal Asst.			Legal Asst-2201		
Tech Writing				Tech Writ-2311	
Library Asst.					Lib Asst-2503
Parks & Rec.	Parks Mgt-3103 Hlth/PE/Fit-3105				
Science Tech.		Bio Tech-4101 Nuclear-4102 Phy Sci-4103			
Protective Svcs.			Crim Just-4301 Criminology-4504	Fire Prot-4302	
Pub & Soc Svcs.		Pub Admn-4404 Soc Serv-4407			
Const Trades	Const Intg-4610	Masons,Tstr-4601 Carpentry-4602	Elect & Pwr-4603	Const Mgrs-4604	Plumbing-4605
Mach & Repair	Stat Eng-4705	Ind Equip-4703 Veh Rep-4706	Elcty/Elctr-4701		HACR-4702
Prec Work		Upholstery-4803	Woodwork-4807		Drafting-4801 Grph/Prmt-4802 Prec Metal-4805
Trans & Mat Moving		Air Trans-4901 Veh Oper-4902 Dckhnd Trng-4903 Railrd Op-4904			
Vis & Perf Arts	Theatre-5005				Graphic Art-5004

Attachment 2

**DATA TABLES FOR 2001-2002 OCCUPATIONAL PROGRAM REVIEWS**

Illinois Community College Board

STATEWIDE DATA FOR PROGRAM REVIEW

College	Fiscal Year 1999				Fiscal Year 2000				Fiscal Year 2001				
	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	
<b>5212 Business Information and Data Processing Services</b>													
<b>521201 Management Info Systems &amp; Business Data Processing</b>													
50501	Parkland	na	na	36	4	na	na	31	4	na	na	23	6
50804	Truman	na	na	0	0	na	na	0	0	na	na	0	0
50805	Olive-Harvey	na	na	0	0	na	na	0	0	na	na	0	0
50807	Wilbur Wright	na	na	0	0	na	na	0	0	na	na	161	0
54001	Heartland	na	na	229	8	na	na	50	9	na	na		13
	STATE TOT/AVG			265	12			50	13			184	19

<b>521202 Business Computer Programming</b>													
50101	Kaskaskia			87	5	536	193.98	86	12	565	183.54	93	13
50201	DuPage	31294	146.43	921	229	32498	154.65	1014	254	32594	159.01	1109	301
50301	Black Hawk	1664	184.69	198	17	1318	209.17	162	8	1095	242.69	131	8
50401	Triton	1868	198.66	325	8	2222	196.76	382	11	1698	212.14	351	32
50501	Parkland	3563	191.1	340	37	3396	211.67	404	35	3070	250.15	410	37
50601	Sauk Valley	637	187.42	106	6	684	281.14	95	2	671	303.3	81	1
50701	Danville	1623	305.17	151	21	1832	261.19	180	18	1525	297.42	168	35
50801	Kennedy-King	1137	317.99	161	30	1461	340.87	224	44	1209	333.94	216	36
50802	Washington	2793	202.72	157	35	2328	199.51	152	33	2061	220.85	155	32
50803	Malcolm X	756	186.83	79	12	762	239.29	231	16	794	214.7	255	15
50804	Truman	3039	155.41	221	51	2907	164.52	233	20	3575	169.51	360	40
50805	Olive-Harvey	1848	212.1	202	10	1419	268.14	177	32	873	291.95	166	15
50806	Daley	1830	163.51	281	54	1782	157	294	99	1842	191.59	296	90
50807	Wilbur Wright	1782	178.56	36	13	1560	186.1	50	19	3086	210.42	158	12
50901	Elgin	4053	175.2	504	13	4359	188.5	568	23	4549	211.76	463	28
51001	South Suburban	5021	196.63	355	42	4974	221.01	388	37	5185	218.23	359	34
51101	Rock Valley	5013	197.49	399	18	5529	188.17	350	26	na	na	322	24
51201	Harper	6078	217.19	1496	66	5378	241.67	1660	94	4909	240.34	2138	76
51301	Illinois Valley	547	145.71	62	9	470	194.34	48	4	796	225.62	40	5
51401	Illinois Central	4845	169.12	402	35	na	na	309	26	4359	189.02	266	33
51501	Prairie State	957	177.97	348	13	1035	219.26	435	20	843	186.93	384	29
51601	Waubensee	2953	211.52	150	7	2725	207.01	181	11	2759	211.24	205	18
51701	Lake Land	2436	120.99	143	21	3500	117.52	123	17	4048	155.02	99	9
51801	Carl Sandburg	884	187.52	132	12	652	210.55	122	15	488	206.82	110	7
51901	Highland	1201	188.91	26	0	1109	205.53	57	4	979	205.54	57	0
52001	Kankakee	1366	140.25	151	9	1608	182.91	197	16	1581	182.84	191	6
52101	Rend Lake	113	308.91	0	0	235	265.99	0	0	209	144	0	0
52201	Southwestern IL	6863	144.48	165	11	7062	175.57	167	13	7597	174.02	135	5
52301	Kishwaukee	433	177.56	0	0	728	249.19	21	0	1295	191.25	64	6
52401	Moraine Valley	5736	181.78	505	34	5739	196.29	459	50	228	2316.96	356	62
52501	Joliet Junior	2969	196.52	182	8	5961	180.05	143	23	3134	210.49	169	18
52601	Lincoln Land	2337	140.35	214	22	2278	158.09	282	38	2399	181.1	268	39
52701	Morton	755	175.76	17	16	931	161.87	20	32	829	160.9	17	23
52801	McHenry County	2384	207.26	316	7	2256	201.28	328	13	2190	245.28	319	9
52901	Lincoln Trail	691	133.48	0	0	707	167.48	0	0	750	169.21	0	0
53001	Logan	2283	206.25	141	15	2202	209.32	156	21	2046	189.78	205	21
53101	Shawnee	541	156.46	113	15	414	175.01	103	6	457	179.37	113	7
53201	Lake County	9655	197.18	485	11	10378	223.86	534	22	8702	260.93	377	47
53301	Southeastern IL	1992	170.47	53	6	1953	177.09	58	6	1749	192.43	55	7
53401	Spoon River	390	211.25	43	12	359	244.57	42	9	273	354.56	40	6
53501	Oakton	4385	184.93	1037	32	4359	198.89	1013	34	4462	214.08	1137	38

Illinois Community College Board

STATEWIDE DATA FOR PROGRAM REVIEW

College	Fiscal Year 1999					Fiscal Year 2000					Fiscal Year 2001			
	Credit Hrs	Unit Cost	Enrollment	Completers		Credit Hrs	Unit Cost	Enrollment	Completers		Credit Hrs	Unit Cost	Enrollment	Completers
53601	Lewis & Clark	1598	165.06	240	14	1702	186.06	231	31		2109	198.48	254	17
53701	Richland	582	201.83	147	5	525	247.73	177	7		572	262.7	206	6
53901	John Wood	903	146.63	0	0	896	179.44	11	0		109	211.56	22	1
54001	Heartland	237	228.88	67	2	1545	245.09	77	6		1890	322.76	53	7
	STATE TOT/AVG			11158	983			11944	1207				12373	1255
<b>521203 Business Systems Analysis and Design</b>														
50401	Triton	194	164.54	0	0	172	173.16	0	0		274	156.8	5	0
51401	Illinois Central	33	166.52	0	0	na	na	0	0		102	175.15	0	0
52901	Lincoln Trail	544	135.22	38	5	575	172.36	50	20		559	185.41	66	14
52902	Olney-Central	12	199.27	3	0	22	255.47	12	0		72	191.88	0	0
52903	Wabash Valley	na	na	2	0	na	na	4	0		na	na	0	0
53701	Richland	255	162.63	0	0	423	195.64	0	3		594	234.56	6	3
	STATE TOT/AVG			43	5			66	23				77	17
<b>521204 Business Systems Networking and Telecommunications</b>														
50101	Kaskaskia			0	0	81	193.98	0	0		214	183.54	2	13
50301	Black Hawk	506	169.95	24	0	1117	158.75	38	5		1363	198.83	44	10
50401	Triton	663	186.25	31	1	988	161.33	33	3		1132	159.46	31	4
50501	Parkland	709	187.97	184	17	2555	194.42	210	13		3249	216.4	231	13
50701	Danville	501	213.03	0	0	758	217.25	0	0		820	230.16	21	2
50801	Kennedy-King	126	348.7	0	0	243	346.57	0	0		210	340.35	0	0
50804	Truman	na	na	0	0	813	155.59	0	0		1062	167.96	0	0
50805	Olive-Harvey	150	147.8	1	0	408	312.19	1	0		540	243.06	1	1
50806	Daley	345	164.57	0	0	915	172.72	0	0		912	185.99	0	0
50807	Wilbur Wright	276	133.87	0	0	378	126.65	0	0		790	142.23	4	9
50901	Elgin	525	175.2	18	18	513	186.88	35	18		693	210.22	44	23
51001	South Suburban	359	236.15	8	1	419	243.18	22	5		347	306.77	29	6
51101	Rock Valley	773	202.67	0	1	847	182.58	1	2		na	na	5	5
51201	Harper	1726	212.3	0	0	4290	184.65	0	1		8447	229.51	15	14
51301	Illinois Valley	na	na	24	4	111	157.51	61	1		300	245.1	80	12
51401	Illinois Central	942	203.41	332	22	na	na	384	71		2270	239.68	485	77
51501	Prairie State	243	177.97	0	0	332	219.26	0	0		752	186.93	29	4
51601	Waubensee	1056	178.73	91	15	1236	181.17	126	11		1548	176.53	124	13
51701	Lake Land	342	239.96	105	3	807	126.65	156	24		879	155.84	163	28
51801	Carl Sandburg	228	147.52	0	0	853	193.3	0	0		1528	171.17	0	0
52101	Rend Lake	14	133.06	0	0	15	154.21	0	0		na	na	0	0
52201	Southwestern IL	1405	154.57	0	0	2008	180.39	13	0		4073	189.86	176	66
52401	Moraine Valley	2035	208.15	90	22	2565	203.6	123	22		80	4807.31	153	19
52501	Joliet Junior	1640	172.09	27	4	na	na	119	12		2828	190.87	234	26
52601	Lincoln Land	1752	224.28	80	23	2174	154.47	202	39		2461	180.84	233	62
52701	Morton	54	175.76	0	0	138	161.88	0	0		114	160.9	2	5
52801	McHenry County	614	228.28	4	0	802	216.89	40	1		1205	261.68	80	4
52901	Lincoln Trail	180	130.33	0	0	134	183.74	0	0		128	210.88	0	0
52902	Olney-Central	182	224.26	0	0	214	235.69	0	0		104	191.88	0	0
52903	Wabash Valley	100	169.05	0	0	176	154.94	0	0		192	165.41	0	0
52904	Frontier	23	264.31	0	0	24	235.49	0	0		38	245.1	0	0

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College	Fiscal Year 1999				Fiscal Year 2000				Fiscal Year 2001				
	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	
53001	Logan	na	na	0	0	na	na	0	0	na	na	0	0
53101	Shawnee	225	153.42	1	0	446	154.84	6	1	577	175.37	14	3
53201	Lake County	1926	209.56	119	16	2814	210.33	145	26	2781	236.55	114	23
53401	Spoon River	60	312.4	0	0	747	200.74	48	0	864	212.64	61	6
53501	Oakton	2691	224.32	286	8	4671	186.65	600	34	5185	221.5	848	64
53601	Lewis & Clark	357	157.26	61	7	348	184.82	90	20	398	172.28	128	15
53701	Richland	355	193.37	0	0	633	216.26	0	0	1593	183.02	15	41
54001	Heartland	374	228.88	74	7	914	245.09	60	13	1308	322.76	84	18
	STATE TOT/AVG			1560	169			2513	322			3450	586
<b>521205 Business Computer Facilities Operator</b>													
50201	DuPage	na	na	21	0	na	na	17	0	na	na	8	0
50301	Black Hawk	112	153.45	21	4	80	200.19	24	6	51	297.18	22	6
50401	Triton	93	125.56	30	0	159	152.91	47	3	na	na	42	2
50601	Sauk Valley	39	239.55	9	1	133	186.39	15	1	105	217.27	15	7
50701	Danville	266	370.29	35	6	180	299.74	31	8	344	224.02	15	4
50901	Elgin	211	175.2	4	0	268	186.88	2	0	276	210.22	0	0
51201	Harper	735	226.96	36	1	591	248.64	21	1	618	224.58	13	0
51301	Illinois Valley	na	na	0	0	na	na	1	0	na	na	0	1
51401	Illinois Central	530	179.78	6	0	na	na	6	0	738	198.65	3	0
51501	Prairie State	434	177.96	58	1	384	219.26	31	2	456	186.93	11	3
51701	Lake Land	na	na	27	2	na	na	34	5	na	na	51	6
52201	Southwestern IL	66	105.94	1	0	27	180.42	3	0	15	185.74	2	0
53201	Lake County	80	181.28	13	0			16	0	13	232.12	14	0
	STATE TOT/AVG			261	15			248	26			196	29
<b>090401 Journalism</b>													
50201	DuPage	na	na	0	0	na	na	0	0	na	na	0	0
51201	Harper	168	213.62	87	6			85	5	105	213.46	113	0
	STATE TOT/AVG			87	6			85	5			113	0
<b>090701 Radio and Television Broadcasting</b>													
50501	Parkland	na	na	40	4	na	na	39	1	na	na	44	3
50801	Kennedy-King	291	341.00	92	8	369	334.15	77	13	465	308.45	105	34
51701	Lake Land	209	427.45	51	6	178	312.49	43	5	212	352.37	42	7
53601	Lewis & Clark	240	152.30	64	10	194	183.23	53	5	220	217.93	74	8
	STATE TOT/AVG			247	28			212	24			265	52
<b>1001 Communications Technologies</b>													
<b>100101 Educational/Instructional Technologies</b>													
50201	DuPage	592	341.61	230	6	439	372.70	200	4	356	293.16	240	3
51301	Illinois Valley	na	na	0	0	na	na			na	na	0	0
	STATE TOT/AVG			230	6			200	4			240	3
<b>100104 Radio and TV Broadcasting Technologies</b>													
50301	Black Hawk	148	197.74	21	0	88	204.47	17	0	140	212.81	17	2
50401	Triton	na	na	2	0	na	na	1	0	na	na	0	0
50501	Parkland	312	289.33	13	1	279	418.65	7	0	264	339.89	6	0

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	Credit Hrs	Unit Cost	Enrollment	Completers		Credit Hrs	Unit Cost	Enrollment	Completers		Credit Hrs	Unit Cost	Enrollment	Completers	
52903	Wabash Valley	259	63.99	29	3	245	93.87	25	7		215	72.68	22	1	
52904	Frontier	na	na	2	0	na	na	1	0		na	na	11	0	
53901	John Wood	0	0.00	17	4	0	0.00	19	8		na	na	0	6	
	STATE TOT/AVG			84	8			70	15				56	9	
<b>1503 Electrical and Electronic Engineering-Related Technology</b>															
<b>150301 Computer Engineering Technology</b>															
51701	Lake Land	453	152.59	1	0	650	198.89	8	0		577	188.66	14	0	
52101	Rend Lake	436	170.13	80	10	842	102.31	118	16		1366	144.00	170	21	
52401	Moraine Valley	574	262.31	30	5	675	246.92	33	4		177	469.61	35	1	
53001	Logan	292	214.14	6	1	257	330.13	11	1		258	222.24	13	1	
	STATE TOT/AVG			117	16			170	21				232	23	
<b>150303 Electrical, Electronic &amp; Communications Engineering Technology</b>															
50101	Kaskaskia			47	17	800	155.63	28	22		1128	192.23	30	34	
50201	DuPage	1088	245.46	201	14	911	280.50	200	5		827	296.43	186	6	
50401	Triton	870	194.67	146	8	765	175.81	99	5		754	196.93	72	6	
50501	Parkland	474	293.38	46	5	349	284.69	46	4		311	329.31	41	2	
50601	Sauk Valley	345	254.64	67	7	411	264.15	53	10		341	279.54	44	10	
50804	Truman	312	222.55	27	25	308	179.89	20	5		168	202.76	23	2	
50901	Elgin	345	395.78	89	12	177	339.75	81	7		300	345.86	84	4	
51001	South Suburban	91	338.86	87	9	156	477.90	78	4		208	424.43	78	9	
51101	Rock Valley	800	383.58	147	3	1013	245.62	162	6		na	na	164	7	
51201	Harper	1180	297.52	207	29	598	237.90	164	24		552	381.47	139	12	
51301	Illinois Valley	476	160.40	60	6	1277	148.92	38	3		886	186.56	54	10	
51401	Illinois Central	1264	340.22	207	33	na	na	198	20		1417	294.09	177	23	
51501	Prairie State	294	305.63	69	8	327	332.45	68	4		106	194.03	15	5	
51601	Waubensee	386	204.23	63	3	528	206.02	51	7		703	236.70	59	10	
51701	Lake Land	953	211.78	66	10	667	140.83	56	4		768	245.42	47	7	
51801	Carl Sandburg	599	174.99	34	21	540	205.58	54	14		691	222.21	58	19	
51901	Highland	127	420.48	8	1	259	232.25	12	1		259	235.46	2	1	
52001	Kankakee	736	212.65	97	10	624	276.66	75	11		408	340.02	48	10	
52101	Rend Lake	1170	221.64	28	6	1160	144.62	40	7		736	144.00	34	10	
52201	Southwestern IL	384	173.03	11	0	435	224.33	7	0		444	227.19	6	0	
52301	Kishwaukee	126	300.36	23	5	42	410.47	30	3		93	254.84	35	3	
52401	Moraine Valley	371	318.31	32	13	353	414.09	31	2		11	9012.45	28	3	
52501	Joliet Junior	560	397.46	195	12	na	na	171	16		336	484.78	165	12	
52601	Lincoln Land	782	220.90	82	20	574	384.46	83	22		481	439.96	59	15	
52801	McHenry County	444	284.83	124	24	430	331.81	102	17		368	380.28	84	17	
52901	Lincoln Trail	90	214.74	0	0	94	150.94	1	0		122	158.90	0	0	
52903	Wabash Valley	514	174.43	42	12	468	418.53	30	7		593	354.42	32	5	
52904	Frontier	na	na	0	0	na	na	1	2		na	na	0	0	
53001	Logan	685	237.39	83	14	739	261.70	77	6		737	206.92	118	12	
53101	Shawnee	174	259.46	23	0	183	269.11	24	4		219	260.04	15	5	
53201	Lake County	661	281.50	155	11	824	291.97	153	9		634	342.36	162	8	
53401	Spoon River	138	281.70	39	16	126	332.37	32	3		162	263.77	38	6	
53501	Oakton	560	333.73	148	9	582	311.02	117	5		623	270.10	121	8	

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		Fiscal Year 1999				Fiscal Year 2000				Fiscal Year 2001			
College		Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers
53901	John Wood	548	146.63	32	8	339	179.44	27	5	202	211.56	23	3
54001	Heartland	255	330.87	39	2	211	359.67	3	3	314	293.78	18	1
	STATE TOT/AVG			2724	373			2412	267			2259	285
<b>1504 Electromechanical Instrumentation and Maintenance Technology</b>													
<b>150401 Biomedical Engineering &amp; Related</b>													
50501	Parkland	na	na	14	1	9	805.15	10	4	na	na	4	0
51001	South Suburban	16	706.10	15	9	28	510.69	13	1	32	464.62	17	2
53701	Richland	na	na	9	2	na	na	8	0			8	0
	STATE TOT/AVG			38	12			31	5			29	2
<b>150402 Computer Maintenance Technology</b>													
50201	DuPage	na	na	100	9	na	na	127	7	na	na	392	12
50301	Black Hawk	na	na	31	6	na	na	25	0	na	na	0	0
50401	Triton	na	na	112	26	na	na	123	24	na	na	98	24
50501	Parkland	na	na	40	6	na	na	39	8	na	na	31	5
50805	Olive-Harvey	na	na	50	3	na	na	50	11	na	na	44	3
51201	Harper	na	na	7	2	na	na	4	1	na	na	4	
51601	Waubensee	na	na	0	0	na	na	0	0	na	na	0	0
52701	Morton	na	na	0	0	na	na	1	0	na	na	0	0
53501	Oakton	na	na	35	1			28	1	na	na	28	0
	STATE TOT/AVG			375	53			397	52			597	44
<b>150403 Electromechanical Technology</b>													
50301	Black Hawk	69	148.73	36	0	96	164.92	42	0	54	176.14	41	3
51201	Harper	105	308.38	8	0	125	267.30	9	0	80	354.86	7	0
51701	Lake Land	na	na	28	7	na	na	24	3	na	na	32	5
53201	Lake County	na	na	5	0	na	na	6	0	na	na	9	0
	STATE TOT/AVG			77	7			81	3			89	8
<b>150404 Instrumentation Technology</b>													
50101	Kaskaskia			0	0	na	na	0	0	10	135.60	0	0
50301	Black Hawk	48	272.47	34	7	15	575.09	28	0	36	434.49	7	0
52401	Moraine Valley	na	na	92	5	na	na	87	5	na	na	64	5
	STATE TOT/AVG			126	12			115	5			71	5
<b>5107 Health and Medical Administrative Services</b>													
<b>510702 Health Facilities Administration</b>													
50201	DuPage	239	205.76	22	7	212	205.67	18	3	349	207.85	28	1
50807	Wilbur Wright	na	na	0	0	na	na	0	0	na	na	0	0
51401	Illinois Central	56	150.02	11	5	na	na	8	1	39	188.07	4	0
	STATE TOT/AVG			33	12			26	4			32	1
<b>510703 Health Unit Coordinator/Ward Clerk</b>													
52201	Southwestern IL	138	205.90	15	12	120	233.54	9	1	90	201.51	9	5
53601	Lewis & Clark	160	142.18	18	33	na	na	2	0	na	na	4	0
	STATE TOT/AVG			33	45			11	1			13	5
<b>510705 Medical Office Management</b>													

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	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	
53201	Lake County	100	199.71	4	6	132	227.41	22	15	117	255.59	14	15
	STATE TOT/AVG			4	6			22	15			14	15
<b>510707 Medical Records Technology</b>													
50201	DuPage	249	319.82	112	9	502	263.20	112	8	728	234.09	102	10
50301	Black Hawk	na	na	0	0	na	na	0	0	na	na	0	0
50801	Kennedy-King	na	na	0	0	na	na	0	0	na	na	0	0
50804	Truman	222	194.59	46	12	53	192.00	12	8	276	128.86	0	0
50805	Olive-Harvey	na	na	0	0	na	na	0	0	na	na	0	0
50806	Daley	282	137.54	0	0	144	176.04	0	0	116	139.03	2	5
51401	Illinois Central	na	na	6	0	na	na	5	0	36	199.60	16	1
52101	Rend Lake	51	1694.21	4	0	14	1531.31	6	1	65	143.98	10	2
52201	Southwestern IL	70	342.66	44	5	90	340.09	39	6	84	296.75	53	8
52401	Moraine Valley	212	389.35	41	11	316	317.01	116	9	50	1510.37	120	18
53001	Logan	57	564.43	8	0	79	228.64	9	1	133	196.43	8	3
53101	Shawnee	76	460.83	13	2	39	1136.80	11	1	58	733.25	7	1
53201	Lake County	318	477.06	32	4	342	296.18	32	8	432	343.35	58	7
53301	Southeastern IL	63	453.82	8	2	48	569.06	4	0	38	189.52	4	2
53501	Oakton	468	454.34	94	23	564	401.85	98	28	505	407.08	106	36
	STATE TOT/AVG			408	68			444	70			486	93
<b>510708 Medical Transcription</b>													
50201	DuPage	na	na	96	23	na	na	159	31	na	na	159	115
50301	Black Hawk	na	na	22	1	na	na	47	3	na	na	46	7
50501	Parkland	na	na	12	2	na	na	18	3	na	na	20	5
50801	Kennedy-King	na	na	78	18	na	na	39	11	na	na	32	2
50807	Wilbur Wright	na	na	0	0	na	na	0	0	na	na	4	4
50901	Elgin *	96	465.05	22	1	111	503.13	17	3	111	568.42	10	3
51001	South Suburban *	204	144.45	50	5	174	159.58	41	2	195	174.37	35	6
51101	Rock Valley *	9	192.14	3	1	12	196.37	3	0	na	na	2	1
51201	Harper *	26	263.71	16	7	24	383.09	24	4	22	276.50	18	6
51401	Illinois Central	na	na	44	5	na	na	40	2	na	na	31	7
51601	Waubonsee	na	na	21	0	na	na	26	3	na	na	26	4
51901	Highland *	92	236.64	16	0	87	278.75	33	0	123	244.79	42	2
52201	Southwestern IL	na	na	0	0	na	na	0	0	na	na	0	0
52301	Kishwaukee	na	na	20	7	na	na	25	8	na	na	32	8
52501	Joilet Junior *	236	152.97	57	0	255	141.23	33	6	245	145.79	39	0
52601	Lincoln Land	na	na	9	7	na	na	31	2	na	na	13	8
52801	McHenry County	na	na	17	4	na	na	27	3	na	na	22	3
52902	Olney-Central	na	na	1	5	na	na	3	3	na	na	10	6
52903	Wabash Valley	na	na	1	1	na	na	7	2	na	na	0	0
52904	Frontier	na	na	1	0	na	na	4	2	na	na	0	0
53001	Logan	na	na	34	5	na	na	23	3	na	na	40	8
53101	Shawnee	na	na	17	1	na	na	18	3	na	na	10	0
53201	Lake County	na	na	22	6	na	na	26	4	na	na	26	1
53501	Oakton	na	na	42	2	na	na	30	0	na	na	31	1
53901	John Wood	na	na	7	0	na	na	3	1	na	na	1	0
	STATE TOT/AVG			608	101			677	99			649	197
* Colleges offer a program(s) in this CIP classification, but reported credit hours and unit cost information under 51.0707.													

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College		Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers
<b>2003 Clothing, Apparel and Textile Workers and Manag</b>													
50201	DuPage	418	207.95	115	6	462	225.09	118	7	494	233.37	99	9
51201	Harper	780	285.59	120	11	790	337.98	129	9	887	318.92	134	8
	STATE TOT/AVG			235	17			247	16			233	17
<b>220103 Paralegal/Legal Assistant</b>													
50301	Black Hawk	126	191.72	83	3	132	175.11	72	5	114	187.87	46	5
50901	Elgin	941	201.02	197	17	765	240.22	159	18	813	252.29	185	16
51001	South Suburban	663	238.85	178	25	783	247.43	190	11	960	224.19	201	14
51201	Harper	1230	192.04	230	37	1551	199.48	259	40	1320	235.90	209	55
51401	Illinois Central	753	162.34	186	26	na	na	155	16	720	194.49	144	27
52201	Southwestern IL	2169	146.47	277	30	1917	179.82	264	37	1860	178.72	238	41
	STATE TOT/AVG			1151	138			1099	127			1023	158
<b>4301 Criminal Justice and Corrections</b>													
<b>430102 Corrections/Correctional Administration</b>													
50401	Triton	888	115.96	8	1	33	134.98	11	0	225	151.32	4	2
50601	Sauk Valley	162	209.14	16	1	204	200.03	29	2	135	271.08	9	0
50802	Washington	642	157.68	12	0	99	220.17	10	0	66	300.13	9	0
51701	Lake Land	297	124.37	13	0	252	140.09	10	0	144	138.40	1	1
52101	Rend Lake	87	141.06	0	0	99	129.27	0	0	120	143.99	0	0
52301	Kishwaukee	33	138.18	0	0	48	164.25	0	0	42	172.23	1	0
52501	Joliet Junior	102	232.78	71	7	1266	250.36	77	3	105	167.66	105	12
52601	Lincoln Land	na	na	25	1	na	na	1	0	na	na	0	0
53201	Lake County	57	161.32	0	0	102	175.57	2	0	33	226.41	15	0
53301	Southeastern IL	192	116.75	20	4	105	132.74	16	0	81	156.50	0	4
53401	Spoon River	39	251.60	0	2	na	na	0	0	114	157.70	0	0
54001	Heartland	na	na	0	0	na	na	0	0	90	184.06	0	0
	STATE TOT/AVG			165	16			156	5			144	19
<b>430107 Law Enforcement/Police Science</b>													
50101	Kaskaskia			126	21	528	144.61	114	22	588	147.01	117	26
50201	DuPage	5474	161.84	259	32	5685	171.35	241	36	5458	182.76	213	30
50301	Black Hawk	576	185.61	112	5	669	173.68	101	0	456	239.22	82	2
50401	Triton	4032	118.12	894	24	3006	105.4	481	18	3099	112.75	504	20
50501	Parkland	488	163.1	132	18	282	183.93	130	19	352	183.39	128	10
50601	Sauk Valley	585	198.68	50	3	465	216.32	45	3	339	229.05	27	2
50701	Danville	517	188.82	87	7	477	207.14	85	7	365	210.97	71	5
50801	Kennedy-King	315	331.26	0	0	123	758.5	0	0	171	228.03	0	0
50802	Washington	13941	146.49	894	8	15184	155.14	1037	8	12292	178.01	1239	17
50804	Truman	201	105.66	40	8	210	122.06	39	2	198	120.86	31	2
50805	Olive-Harvey	312	243.08	1	2	360	314.88	0	0	441	270.26	0	0
50806	Daley	1188	161.25	228	25	1188	160.35	257	31	1458	159.52	272	27
50807	Wilbur Wright	966	184.19	44	24	1050	205.63	44	15	702	192.25	83	11
50901	Elgin	1074	187.64	46	5	994	199.32	51	5	1143	169.4	75	13
51001	South Suburban	2529	127.38	745	12	2148	169.23	429	15	2076	176.02	198	14
51101	Rock Valley	768	215.48	116	3	681	178.2	124	7	na	na	111	4
51201	Harper	1942	192.62	316	17	1838	205.28	283	18	2202	239.72	381	13
51301	Illinois Valley	273	137.07	56	9	285	166.71	61	9	315	192.03	53	7

Illinois Community College Board

STATEWIDE DATA FOR PROGRAM REVIEW

College	Fiscal Year 1999				Fiscal Year 2000				Fiscal Year 2001				
	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	
51401	Illinois Central	1425	166.19	321	49	na	na	308	29	1365	190.46	248	27
51501	Prairie State	138	159.89	118	6	150	198.51	92	1	117	182.61	58	0
51601	Waubonsee	1095	181.44	118	12	1077	186.99	120	11	1110	189.62	119	9
51701	Lake Land	1225	122.6	62	11	1445	128.78	54	8	1044	144.02	18	9
51801	Carl Sandburg	9	94.94	49	3	18	185.5	32	3	15	123.21	40	4
52001	Kankakee	46	220.17	164	11	na	na	129	13	na	na	117	18
52101	Rend Lake	739	121.53	73	14	496	112.57	71	8	544	144	109	6
52201	Southwestern IL	2487	185.85	470	124	2697	223.96	476	135	2796	208.88	527	143
52301	Kishwaukee	339	142.55	37	2	459	142.6	41	2	515	146.96	44	8
52401	Moraine Valley	2463	153.29	1035	46	3333	148.33	969	47	1674	229.17	809	50
52501	Joliet Junior	1044	247.07	103	12	na	na	101	11	933	271.69	91	15
52601	Lincoln Land	na	na	325	22	na	na	421	15	na	na	736	59
52701	Morton	1224	125.69	26	16	1191	131.57	22	9	1215	135.43	17	10
52801	McHenry County	40	405.41	65	4	567	254.39	60	4	483	240.46	46	2
52901	Lincoln Trail	na	na	7	0	na	na	17	0	na	na	0	0
52902	Olney-Central	915	106.64	71	5	900	118.05	55	4	819	110.53	77	15
52904	Frontier	38	110.6	14	1	8	191.57	2	1	7	204.07	0	0
53001	Logan	1164	157.91	335	37	1377	157.81	327	31	927	182.96	278	49
53101	Shawnee	246	173.46	36	2	261	178.11	37	3	192	211.04	47	3
53201	Lake County	705	230.77	166	21	753	228.64	191	14	579	270.22	215	14
53301	Southeastern IL	376	115.46	64	14	221	120.15	38	10	240	136.31	34	9
53401	Spoon River	378	211.56	8	3	447	217.97	4	0	435	239.69	7	1
53501	Oakton	1173	192.69	256	9	1179	197.81	216	8	1467	181.63	223	9
53601	Lewis & Clark	576	200.48	104	13	453	231.13	96	17	690	205.44	113	7
53701	Richland	223	159.37	86	5	199	249.64	71	5	199	279.64	74	5
53901	John Wood	333	146.63	16	0	294	179.44	6	1	270	211.56	5	0
	STATE TOT/AVG			8275	665			7478	605			7637	675
<b>430109 Security and Loss Prevention Services</b>													
50301	Black Hawk	6	153.28	1	0	0	0.00	0	0	0	0.00	2	0
50401	Triton	na	na	0	0	na	na	1	0	na	na	0	0
50802	Washington	na	na	1	5	na	na	4	2	na	na	2	0
50806	Daley	147	196.91	2	0	288	194.35	2	1	120	218.76	6	1
51201	Harper	21	342.55	1	0	na	na	4	0	na	na	0	0
51401	Illinois Central	90	166.24	3	0	na	na	2	0	na	na	1	0
51601	Waubonsee	36	192.81	0	3	39	188.13	0	3	54	203.91	2	0
52201	Southwestern IL	105	154.44	3	0	135	174.86	2	0	216	110.67	1	0
52401	Moraine Valley	642	107.46	170	0	8664	100.32	115	0	810	99.29	18	0
52601	Lincoln Land	520	252.44	2	0	868	129.07	8	0	2800	113.78	0	0
53101	Shawnee	na	na	9	0	na	na	9	1	na	na	9	1
	STATE TOT/AVG			192	8			147	7			41	2
<b>4603 Electrical and Power Transmission Installers</b>													
50301	Black Hawk	88	154.56	1	0	100	182.04	1	0	84	196.36	3	0
50401	Triton	63	168.26	24	1	75	209.90	34	2	66	127.97	29	1
51101	Rock Valley	na	na	78	18	na	na	63	20	na	na	93	21
51301	Illinois Valley	977	144.45	179	14	1038	146.12	355	4	2079	188.76	402	7
51501	Prairie State	394	187.81	224	21	374	213.24	230	29	318	194.04	188	18
51601	Waubonsee	542	175.91	70	0	608	341.12	80	0			97	0

Illinois Community College Board

STATEWIDE DATA FOR PROGRAM REVIEW

College	Fiscal Year 1999					Fiscal Year 2000					Fiscal Year 2001				
	Credit Hrs	Unit Cost	Enrollment	Completers		Credit Hrs	Unit Cost	Enrollment	Completers		Credit Hrs	Unit Cost	Enrollment	Completers	
52101	Rend Lake	129	331.84	0	0	203	534.71	0	0		182	144.00	0	0	
52201	Southwestern IL	265	173.39	174	29	272	872.57	197	26		24	199.72	160	29	
52301	Kishwaukee	81	219.74	4	1	147	204.62	2	2		117	228.04	5	1	
52501	Joilet Junior	665	297.72	7	7	650	421.02	5	1		589	403.38	8	1	
53001	Logan	na	na	0	0	na	na	0	0		na	na	0	0	
53201	Lake County	na	na	0	0	30	188.80	0	0		38	230.07	0	0	
53601	Lewis & Clark	na	na	41	0	na	na	31	0		na	na	12	0	
53701	Richland	na	na	0	0	na	na	0	0		240	331.35	90	2	
53901	John Wood	320	146.63	30	1	na	na	35	1		183	211.56	26	2	
54001	Heartland	na	na	0	0	na	na	0	0		na	na	0	0	
	STATE TOT/AVG			832	92			1033	85				1113	82	
<b>4701 Electrical and Electronics Equipment Installers and Repairers</b>															
<b>470101 Electrical &amp; Electronics Equipment Installers &amp; Repairers</b>															
50801	Kennedy-King	122	274.32	50	16	50	357.94	25	10		26	319.53	25	0	
50807	Wilbur Wright	na	na	0	0	na	na	0	0		na	na	0	0	
51201	Harper	na	na	9	9	na	na	10	10		na	na	14	13	
	STATE TOT/AVG			59	25			35	20				39	13	
<b>470103 Communication Systems Installers &amp; Repairers</b>															
50201	DuPage	136	230.89	0	0	3	2012.96	0	0		122	289.16	14	0	
50601	Sauk Valley	84	256.95	0	3	70	273.01	5	3		51	306.93	3	24	
51401	Illinois Central	27	546.78	9	0	na	na	11	0		15	817.46	5	0	
51701	Lake Land	57	112.82	16	2	170	181.94	14	1		23	294.46	7	1	
52201	Southwestern IL	105	152.43	42	10	24	242.60	50	4		33	247.95	42	5	
52901	Lincoln Trail	2196	113.05	3	24	2119	128.89	1	27		3050	147.05	2	15	
52903	Wabash Valley	64	49.38	0	0	36	60.66	1	0		20	65.15			
53501	Oakton	45	180.29	0	0	102	179.90	1	0		93	192.35			
	STATE TOT/AVG			70	39			83	35				73	45	
<b>470104 Computer Installers &amp; Repairers</b>															
50401	Triton	858	229.88	20	17	688	210.42	28	15		704	217.57	22	9	
50601	Sauk Valley	na	na	2	2	na	na	1	3		na	na	2	4	
50803	Malcolm X	na	na	0	0	na	na	0	0		116	146.60	0	2	
50805	Olive-Harvey	na	na	0	0	na	na	7	9		na	na	3	3	
50806	Daley	4	403.91	23	3	na	na	5	2		na	na	5	0	
50807	Wilbur Wright	na	na	0	0	na	na	0	0		16	323.36	0	0	
50901	Elgin	na	na	1	6	na	na	0	5		na	na	1	9	
51101	Rock Valley	303	257.34	150	10	279	271.37	83	4		na	na	100	17	
51201	Harper	na	na	3	3	na	na	8	7		na	na	2	3	
51401	Illinois Central	66	123.25	4	1	na	na	10	0		75	167.50	13	0	
51501	Prairie State	8	368.26	17	1	20	421.72	6	4		na	na	3	2	
51601	Waubensee	24	219.70	4	0	na	na	2	0		64	212.97	5	0	
51901	Highland	na	na	3	0	na	na	5	0		na	na	0	3	
52201	Southwestern IL	165	142.30	43	14	75	242.59	46	5		66	193.92	42	11	
52701	Morton	43	175.75	0	0	181	161.87	0	0		212	160.91	1	4	
52901	Lincoln Trail	153	109.53	0	0	306	127.79	0	0		648	151.98	23	2	
52902	Olney-Central	na	na	0	0	237	179.58	23	5		459	105.52	38	6	
52903	Wabash Valley	54	50.17	0	0	180	61.64	16	0		273	67.68	15	1	
52904	Frontier	na	na	0	0	156	164.03	16	0		444	224.25	61	4	
53001	Logan	na	na	4	0	129	130.24	16	1		249	163.22	33	0	

Illinois Community College Board

STATEWIDE DATA FOR PROGRAM REVIEW

College	Fiscal Year 1999				Fiscal Year 2000				Fiscal Year 2001				
	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	Credit Hrs	Unit Cost	Enrollment	Completers	
53201	Lake County	na	na	2	0	594	305.03	21	15	744	303.44	20	31
53301	Southeastern IL	536	155.99	46	3	943	183.85	101	11	884	278.80	72	14
53401	Spoon River	na	na	0	0	na	na	0	0	3	353.49	0	0
53601	Lewis & Clark	587	193.55	5	5	853	236.08	4	7	454	210.02	9	2
	STATE TOT/AVG			327	65			398	93			470	127

470105 Industrial Electronics Installers & Repairers													
50201	DuPage	46	373.02	88	6	na	na	94	16	na	na	123	6
50501	Parkland	207	385.01	10	8	201	261.80	13	5	282	248.33	14	5
50601	Sauk Valley	na	na	37	7	na	na	35	11	na	na	36	9
50701	Danville	118	333.17	48	3	97	436.58	55	5	217	441.32	56	14
50901	Elgin	na	na	0	0	160	156.87	2	0	na	na	0	0
50806	Daley	na	na	5	0	na	na	6	0	133	158.00	3	0
51201	Harper	na	na	0	1	na	na	0	7	na	na	0	5
51401	Illinois Central	na	na	11	1	na	na	6	0	na	na	4	1
52001	Kankakee	280	260.49	56	7	167	367.49	63	13	160	493.96	51	7
52201	Southwestern IL	592	181.58	91	10	444	128.13	77	11	488	190.84	61	9
52501	Joliet Junior	1882	328.43	249	34	na	na	232	36	40	549.27	256	29
52601	Lincoln Land	na	na	16	11	na	na	23	8	na	na	17	10
53101	Shawnee	48	259.46	2	0	54	269.11	4	0	39	260.04	5	0
53201	Lake County	57	897.69	20	0	24	266.48	14	2	66	258.94	21	0
53301	Southeastern IL	8	974.21	4	1	na	na	3	1	na	na	0	0
53401	Spoon River	78	373.01	0	0	141	253.51	0	0	117	268.09	0	0
53601	Lewis & Clark	na	na	25	2	na	na	19	5	na	na	16	3
53701	Richland	136	277.74	90	8			105	9	196	375.47	100	17
53901	John Wood	6	146.75	3	5	168	234.92	4	1	na	na	6	0
						na	na						
	STATE TOT/AVG			755	104			755	130			769	115

470106 Major Appliance Installers & Repairers													
50804	Truman	170	192.23	21	4	283	132.72	21	6	150	235.11	22	12
52101	Rend Lake	72	140.01	0	0	na	na	0	0	33	143.94	0	0
52201	Southwestern IL	216	236.72	15	6	156	265.21	25	7	24	1010.51	5	2
	STATE TOT/AVG			36	10			46	13			27	129
na = Information not available													

Attachment 3

**INSTRUCTIONS FOR SUBMISSION OF ILLINOIS COMMUNITY COLLEGES  
PERFORMANCE-BASED INCENTIVE SYSTEM DISTRICT-BASED COMPONENT  
STATUS REPORT FOR FISCAL YEAR 2002**

Policy Guidelines for Performance-Based Incentive System District-Based Component Due August 1, 2002

The Performance-Based Incentive System District-Based Component has emerged as an innovative initiative aimed at further strengthening the Illinois community college system. The Guidelines included reflect the desire to move forward in a positive way while recognizing that there may be opportunities to revise and enhance the evaluation of the District Based Component in future years.

Fiscal year 2002 is the final reporting year of the Performance-Based Incentive System District- Based Component's four-year plan. Therefore, the college is required to submit the following three components for this year's report:

- Executive Summary
- Progress report for FY 2002
- Overall four-year final report (**NEW**)

**Submittal Process**

Executive Summary

The Guidelines for the Executive Summary, which is a one- to two-page summary, are on page 30. The primary focus of the Summary should be on initiatives undertaken and accomplishments achieved during the current fiscal year.

Progress Report for FY 2002

The specific requirements covered in the Guidelines are an effort to help establish more common expectations among those preparing the reports and reviewers. Review Panel members will be looking for college outcomes achieved and progress documented in college reports prepared in accordance with the submission guidelines.

According to the enclosed Guidelines on pages 26-28, fiscal year 2002 college submissions will be evaluated by Review Panel members on four specific components and an overall holistic rating will be determined:

- Clarifications of Modifications Addressed (two page maximum)
- Implementation of Plan to Achieve Goal (one page per major activity per year maximum)
- Benchmarks (one page per benchmark per year maximum)
- Revisions to Plan Activities (two page maximum)

The attachments provide further descriptions of each requested section and submission length guidelines. Colleges are asked to submit separate sections addressing each of these four areas.

College officials are encouraged to submit sufficient documentation (quantitative and qualitative) to show that the college is making progress toward the attainment of the stated goal.

### Overall Four-Year Final Report

The four-year cycle has been completed for the PBIS District-Based Component. In the final report, please state the original Broad Goal Statement of the Plan and summarize the overall impact and success of the project on the college, students and community. **(maximum 3 pages)**

Address the following:

- Successful outcomes
- Barriers encountered
- How the project will continue as a part of the college plan

### **Review Process**

According to the enclosed guidelines, fiscal year 2002 college submissions will be evaluated by Review Panel members based on the Submission and Evaluation Guidelines and Rating Scale included on pages 26-29. The purpose of the guidelines is to help establish common expectations among those preparing college submissions and reviewers. The form will be used by Review Panel members in the evaluation process and contains information which should be beneficial to individuals preparing local PBIS reports. Review Panel members will be looking for college outcomes achieved and progress documented. The plans furnished by colleges in their last submission will form the basis for this year's report. College officials submitting more carefully prepared materials that document outcomes and progress are to be expected to receive higher ratings. Reviewers will use the following four-level rating scale for the evaluation of proposals:

Exceptional effort/improvement	100 percent of the points for this goal.
Good effort/improvement	80 percent of the points for the goal
Some effort/improvement	40 percent of the points for the goal
No effort/improvement	0 points

The rating scale is explained more fully on page 29.

Agreement by reviewers on the Overall Evaluation will form the basis for funding. This will be an assessment of the proposal as a whole rather than an average of the components evaluated. The ratings of individual report components (clarifications or modifications addressed, plan implementation, benchmarks, plan/activity revisions) can be helpful in looking for areas of agreement where overall ratings vary among panel members. The emphasis of the Review Panel ratings will be on college outcomes achieved and progress made based on activities, benchmarks, and objectives identified in current PBIS District-Based Component plans.

Illinois Community College System

**PERFORMANCE-BASED INCENTIVE SYSTEM  
DISTRICT-BASED COMPONENT  
SUBMISSION AND EVALUATION GUIDELINES**

The form will be used by members of Performance-Based Incentive System (PBIS) District-Based Component Review Panels in the evaluation process and contains guidelines which should be beneficial to individuals preparing local PBIS submissions. The emphasis of the Review Panel ratings will be on college outcomes achieved and progress made based on activities, benchmarks, and objectives identified in current PBIS District-Based Component plans. Materials that colleges supply should be carefully prepared to document college outcomes and progress.

Reviewers, please circle or check the appropriate responses on the Evaluation Summary Sheet. For fiscal years 2000-2002, the Review Panels will use a four quadrant scale in the evaluation of proposals: no effort/improvement (0 points); some effort/improvement (40 percent of the points for the goal); good effort/ improvement (80 percent of the points for the goal); and exceptional effort/improvement (100 percent of the points for this goal). Reviewers are asked to rate the effort/improvement for each individual component in the submission as documented in the report (Clarifications or Modifications Addressed, Implementation of the Plan to Achieve Goal, Benchmarks and Revisions to Plan/Activities). Then reviewers are asked to provide an overall assessment of the effort/improvement attained and documented for the entire submission (holistic). Agreement by the Review Panel on the Overall Evaluation of the submission will be the basis upon which funding is determined.

Reviewer \_\_\_\_\_

District Name \_\_\_\_\_

Goal Area Identified. Please indicate the Goal Area identified in the proposal and report:

Workforce Development       Technology       Responsiveness to Local Needs

Clarifications or Modifications Addressed. The college has included a *separate section* in the report that concisely addresses clarifications or modifications made in the latest version of the report as a result of Review Panel comments. Any clarifications and modifications identified in letters sent to the college have been addressed. College officials are asked to limit this summary description to two (2) pages. Additional supplemental materials may be attached. (Reviewers Please Circle the Appropriate Response)

No Effort	Some Effort	Good Effort	Exceptional Effort	Not Applicable
--------------	----------------	----------------	-----------------------	-------------------

Comments. \_\_\_\_\_

Implementation of the Plan to Achieve Goal. The report documents progress toward reaching the priority plan components identified in the proposal or any updated materials that the Review Panel approved. Timeframes for major components were adhered to by the college. If a modified schedule was followed, sufficient justification for the change has been provided.

The college submission *separately lists each major activity* under the current year and evidence of progress is furnished. College officials should limit the summary to a maximum of one (1) page per major activity per year. (e.g., the summary for five major activities could be up to a maximum of five pages.) Additional supplemental materials may be attached. Progress must have been made and the report must document the progress. (Reviewers Please Circle the Appropriate Response)

_____	_____	_____	_____
No Effort	Some Effort	Good Effort	Exceptional Effort

Comments. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Benchmarks. Baseline data are provided. Benchmarks as identified in the approved proposal are listed along with results attained. Measurable progress has been provided for the benchmarks scheduled to be addressed in the approved proposal. Documentation (quantitative and qualitative) indicates that the college is making progress toward the attainment of the stated goal.

The college submission *separately lists each benchmark* for the current year and furnishes evidence of progress. College officials are asked to limit the summary to a maximum of one (1) page per benchmark per year. (e.g., The summary for six benchmarks could be up to a maximum of six pages.) Additional supplemental materials may be attached. (Reviewers Please Circle the Appropriate Response)

_____	_____	_____	_____
No Effort	Some Effort	Good Effort	Exceptional Effort

Comments. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Revisions to Plan/Activities.** Where necessary, the college included a *separate section* in the report that concisely addresses modifications to upcoming year plans as a result of the activities accomplished so far. College officials are asked to limit the summary to a maximum of two (2) pages. College officials may indicate that their careful internal examination of progress with the original plan revealed no compelling reason to modify the plan. Review Panel members will make an independent determination of whether modifications would be beneficial. Additional supplemental/complete materials may be attached. (Reviewers Please Circle the Appropriate Response)

_____	_____	_____	_____	_____
No Effort	Some Effort	Good Effort	Exceptional Effort	Not Applicable

Comments. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OVERALL EVALUATION.** The Overall Evaluation is an assessment of the proposal as a whole rather than an average of the components evaluated. The ratings of individual report components (clarifications or modifications addressed, plan implementation, benchmarks, plan/activity revisions) can be helpful in looking for areas of agreement where overall ratings vary among Review Panel members.

The emphasis of the Review Panel ratings will be on college outcomes achieved and progress made based on activities, benchmarks, and objectives identified in current PBIS District-Based Component plans. Materials that colleges supply should be carefully prepared to document college outcomes and progress. The report documents outcomes and progress, was submitted in a timely fashion, concisely addresses clarifications or modifications requested by the Review Panel, follows the project as outlined (including the implementation plan and timelines), provides sufficient justification where changes were needed, and contains the plan for future year activities which has been revised and strengthened as necessary. (Reviewers Please Circle the Appropriate Response)

_____	_____	_____	_____
No Effort	Some Effort	Good Effort	Exceptional Effort

Comments. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reviewers may attach additional information as needed.

Illinois Community College System

**PERFORMANCE-BASED INCENTIVE SYSTEM  
DISTRICT-BASED COMPONENT  
RATING SCALE**

Introduction. The emphasis of the Review Panel ratings will be on college outcomes achieved and progress made based on activities, benchmarks, and objectives identified in current Performance-Based Incentive System District-Based Component plans. Materials that colleges supply should be carefully prepared to document (quantitative and qualitative) college outcomes and progress.

**NO EFFORT/ IMPROVEMENT (0 points)**

No convincing evidence or documentation of college effort/improvement has been provided by college officials. Required sections of the submission may be missing.

**SOME EFFORT/IMPROVEMENT (40 percent of the points for the goal)**

Materials demonstrate that the college initiated its plan but minimal progress was made in achieving the activities, benchmarks, and objectives established for the year. Evidence provided tends to be more general than specific. Some required section(s) of the submission are underdeveloped.

**GOOD EFFORT/IMPROVEMENT (80 percent of the points for the goal)**

Substantial evidence or documentation of college effort/improvement has been provided by college officials. Documentation shows appreciable progress. Materials submitted describe a substantial undertaking with favorable results. Required sections of the submission are furnished and are satisfactory.

**EXCEPTIONAL EFFORT/IMPROVEMENT (100 percent of the points for the goal)**

Strong evidence or documentation of college effort/improvement has been provided by college officials. The college met its benchmarks. If a benchmark was not reached, convincing information was provided to adequately explain the situation. Materials submitted are complete and describe a well thought out undertaking with strong positive results.

Illinois Community College System

**PERFORMANCE-BASED INCENTIVE SYSTEM  
DISTRICT-BASED COMPONENT  
EXECUTIVE SUMMARY GUIDELINES**

College officials are asked to provide an Executive Summary of their Performance-Based Incentive System District-Based Component Report. The primary focus of the one- to two- page summary should be on initiatives undertaken and accomplishments achieved during the current fiscal year. Please include the following information in the Executive Summary:

- Goal Statement
- Objectives
- Brief Summary of the Rationale
- Implementation of Plan to Achieve Goal
- Benchmarks
- Overview of Activities Planned for Next Year

The college's Executive Summary will be distributed widely. Other community colleges in the system will receive copies. One purpose of the Executive Summary is to allow colleges who are working on similar initiatives to gain insights into what their colleagues are doing and encourage dialogue. Another purpose is to have a concise summary of college initiatives for distribution to other interested parties (other higher education officials, members of the general public, legislators, etc.)

Please furnish a printed copy of the Executive Summary, as well as a computer-readable version on diskette (WordPerfect preferred, 3.5 inch high density disk).