

Skyline College Balanced Scorecard

Outcome Measure Data Sheet

Perspective: Internal Stakeholders		Measure: Number of Program Reviews Completed		Indicator: Program and Service Quality	
College Strategy: 2.2 Integrated Planning and Institutional Performance			College Goal: 2		
<p>Description: The number of completed program reviews in a given year. The program reviews are scheduled on a six year cycle. All instructional and non-instructional departments are expected to participate in a comprehensive self-study using the pre-determined Program Review evaluation instrument. Programs begin the self-study during the fifth year of the program review cycle. This is 12-14 month process involving planning, data acquisition, analysis, and writing of the final report. Program Review results are showcased via formal presentations to the college community and a report of the self-study submitted to the Curriculum Committee.</p>					
Lead/Lag: Lag		Frequency: Once Per Year		Unit Type: Counts	
Polarity: High values are good					
Formula: The total number of program reviews completed (submitted in report and presentation formats) in a given year.					
Data Source: Skyline College Office of Instruction					
Data Quality: High-information from the Office of Instruction.			Data Collector: Maria Norris, Administrative Analyst		
			Data Owner: Regina Stroud, Vice President of Instruction		
Scorecard Control Limits: Slightly below benchmark is 1 to 2 numerical points below the benchmark. Well below benchmark is 3 or greater numerical points below the benchmark.			Benchmark: The Benchmark is set at 6 program reviews completed annually. The baseline benchmark was established in 2005/06.		
Benchmark Rationale: The benchmark is set as a minimum threshold for maintaining the quality of programs and services and informing the budget process.			College Initiatives Links		
			1. Budget and Strategic Planning		
			2. SLOAC		
			3. Workforce Development		
			4. Program Review Subcommittee Recommendations		