

# Vernon College

## Assessment Activity/Report Communication Form 2011-2012

**Title: CBM00C – Continuing Education Class Report – 4<sup>th</sup> Quarter – Summer**

**Date of completion: 09/15/2011**

**Please circle:            Assessment Activity                      Report                      Both**

**Highlights of data:  
67,010 Contact Hours  
September, October, November 2011**

**Use of data:  
To report all students enrolled in Coordinating Board-approved continuing education courses. The courses reported include all specially approved continuing education courses (local need) and courses listed in the continuing education section of the Workforce Education Course Manual.**

**How associated to Student Success?  
Contact hours can be compared to same report in different years to see the differences and if retaining the same amount.**

**Where the report can be found: Admissions and Records Office**

**Submitted by: Lana Carter  
(responsible party)**

**Date: 01/18/2012**

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**Received by Office of Institutional Effectiveness: 1.18.12**

**Presented to College Effectiveness Committee: posted to Blackboard January 2012**