

**Vernon College**  
**Assessment Activity/Report Communication Form**  
**2015-2016**

Award Completer Forms submitted to

**Title:** Admissions

**Date of completion:** February 29, 2016

**Please circle or highlight:**    Assessment Activity            **Report**            Both

**Highlights of data:**

The Following CTE Programs submitted award completer forms for Spring 2016:

Administrative Office Technology: 1  
Automotive Technology: 8  
Basic Law Enforcement: 20  
Business Management: 2  
Computer Information Sciences: 9  
Cosmetology: 5  
Culinary Arts: 5  
EMS: 14  
Farm and Ranch Management: 4  
Health Information Management: 3  
HVAC: 3  
Industrial Automation Systems: 6  
Associate Degree Nursing: 78  
Pharmacy Technician: 11  
Welding: 11

Spring 16: 180 completers (A decrease of 3% from spring 14 and decrease of 13% from spring 15)  
Spring 15: 206 completers (An increase of 10% completers from spring 14)  
Spring 14: 186 completers

**Use of data:** Completer forms identify students who complete a CTE award rather than depending solely on students who apply for graduation. After enrollment each semester, CTE programs review students' transcripts to identify those students who are eligible for graduation at the end of the term. The programs complete Program Completer forms for these students and submit the forms to Admissions/Records. The CTE programs report to Donna Egoavil the number of Completors submitted. Because some students do not apply for graduation, verification of program completers is used to identify students as completers regardless of whether or not they applied for graduation; thus, the college reports student success more accurately.

**How associated to Student Success?** Reporting CTE program completers is a tool for encouraging more students to apply for graduation.

- \* Posted on Vernon College website to be shared with SSBTN and College Effectiveness Committees as well as Vernon College constituents.

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**Where the report can be found:** Office of the Administrative Assistant to the Associate Dean of Instructional Services

**Submitted by:** Donna Egoavil **Date:** February 25, 2016  
(Responsible Party)

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**Received by Office of Quality Enhancement:** 3/4/16  
(Date)

**Presented to SSBTN Committee\*:** \_\_\_\_\_  
(Date)

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