

Vernon College
Assessment Activity/Report Communication Form
2015-2016

Title: Lab Evaluation Report

Date of completion: June 22, 2016

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

Highlights of data:

Lab evaluations are completed each February; this includes CTE programs with labs, CE programs with labs, academic disciplines that utilize labs, and computer labs not assigned to a particular program or discipline. The form is used to evaluate the condition of the facility, equipment, and supplies. 4 programs requested more space; 7 programs noted floor covering needed updates or modifications; 10 programs noted general appearance needed improvement; 7 programs requested repairs or modifications with electrical service; 2 programs requested plumbing updates/modifications; 3 programs noted uneven room temperature; 5 programs requested equipment updates; and 4 programs noted supply budget was insufficient. The complete list of requests was forwarded to the Associate Dean of Instructional Services.

Additionally, the form is used to identify equipment, materials, supplies, and furnishings needed to deliver high-quality instruction. Out of the total amount, part of the funds for CTE programs are covered by Perkins. At this time, 10 CTE programs made requests for equipment, technology, and curriculum materials totaling \$321,937.79 for 2016-2017.

Use of data:

The information from the Lab Evaluation reports is used to plan maintenance and repair of facilities, to analyze use of the facilities, and to plan for optimum use. The inventory lists include timelines for replacement of equipment. This is especially useful for planning the cycle for computer replacement.

CTE programs and academic disciplines use the evaluation reports for preparing budget requests. Also, they are used for developing the Perkins Basic grant activities and budgets.

How associated to Student Success? Students are motivated to work hard and learn more in a well-equipped and highly functional learning environment.

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

Submitted by: Donna Egoavil **Date:** 6-22-2016
(Responsible Party)

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

