

# Vernon College

## Assessment Activity/Report Communication Form

2010-2011

Title: Compare Previous 2 years of CE Reports Date of completion: Jan. 7, 2011

Please circle: **Assessment Activity** Report Both

**Highlights of data:**

The directors and coordinators of Continuing Education met, analyzed, and discussed the enrollments and trends of the 2009-2010 year.

**Use of data:**

Evaluations are going to be revised and thoughts about how to collect these more efficiently were discussed. Instructor packets were also discussed. Low producing courses/programs were discussed and whether or not CE needs to continue these courses/programs. Coordinators and directors are also looking at Google docs and other online resources for more efficient processes for the instructors.

Where the report can be found: Associate Dean, Career & Technical Education

Submitted by: Shana Munson Date: 1-12-11  
(responsible party)

\*\*\*\*\*

Received by Office of Institutional Effectiveness: 1.12.11  
Presented to College Effectiveness Committee: Blackboard