

# Vernon College

## Assessment Activity/Report Communication Form 2012-2013

**Title: CBM00C – Continuing Education Class Report –  
2nd Quarter – Winter 2012/2013**

**Date of completion: March 6, 2013**

**Please circle:            Assessment Activity                    Report                    Both**

**Highlights of data:  
61,074 Contact Hours  
December 2012, January and February 2013**

**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: 4/23/2013**

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**Received by Office of Institutional Effectiveness: 4.23.13**

**Presented to College Effectiveness Committee: posted to Blackboard, May 2013**