**2014-2015 Non-Instructional Review**

**Evaluation Sheet (DRAFT)**

**Review Evaluated:**  Area

**Review Evaluation Date:** Date

**Evaluation Completed by:** Members of Non-Instructional Assessment Committee

**Section II**

#1: Did the area provide a list of any reports/quantitative data collected annually? [ ]  Yes [ ]  No

#1: Did the area provide links/summary of data or a description of data if links not possible? [ ]  Yes [ ]  No

#2: Did the area evaluate their data/department? [ ]  Yes [ ]  No

#3: Did the area provide an Analysis? [ ]  Yes [ ]  No [ ]  N/A

#4: Did the area provide an Action Plan? [ ]  Yes [ ]  No [ ]  N/A

**Section III**

#1: Did the area answer the question? [ ]  Yes [ ]  No

#2: Did the area include results and provide a summary on the type of info. collected? [ ]  Yes [ ]  No [ ]  N/A

#3: Did the area recommend an Action Plan? [ ]  Yes [ ]  No [ ]  N/A

**SECTION IV
Section IV – Part A**

#1 and #2: Did the dept. clearly explain how they support No Excuses? [ ]  Yes [ ]  No
**Section IV – Part B**#1: Did the area provide at least one goal? [ ]  Yes [ ]  No
#2: Did the area provide at least one direct outcome? [ ]  Yes [ ]  No
#3: Did the area provide results and an analysis of the results? [ ]  Yes [ ]  No
#4: Did the area provide evidence of improvement or an action plan? [ ]  Yes [ ]  No

**Section IV – Part C**#1: Did the area identify a task from the Strategic Plan they currently support? [ ]  Yes [ ]  No
**Section IV – Part D**#1: Did the area identify any applicable learning objectives they support? [ ]  Yes [ ]  No
#2: Did the area identify how they measure each objective? [ ]  Yes [ ]  No

#2: Did the area identify any results related to objective (e.g. # served; assessment results) [ ]  Yes [ ]  No [ ]  N/A
#3 and #4: Did the area respond to the questions? [ ]  Yes [ ]  No

**SECTION V**#1-#5:Did the area respond to the questions? [ ]  Yes [ ]  No

**SECTION VI**#1: Did the area provide an issue, provide evidence why it’s important, identify how they or someone else might address/fix the issue, and discuss budget implications? [ ]  Yes [ ]  No

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| **NI Committee Comments:** |