

Monterey Peninsula College

Progress Evaluation Reflection Questions

Overview

Monterey Peninsula College conducts regular evaluations of progress towards goals and outcomes in order to support continuous improvement of college services and operations. The Planning, Research, & Institutional Effectiveness (PRIE) Committee developed the reflection questions below to guide and support progress evaluations towards a measurable goal at any level of the institution (e.g., institutional goals, program goals, department goals, project goals, etc.). The reflection questions assume that specific measures have already been identified for the goal in question, and are intentionally open-ended to allow for evaluative reflection on the specific goal under consideration. The questions provide a framework for documenting progress, as well as any lessons learned that could lead to improvements in future evaluation cycles. In this way, the College can learn from its experiences as it continues to make progress toward its goals.

Major projects, initiatives, and planning documents undergo regularly scheduled progress evaluations following the schedule outlined in the Integrated Planning calendar. More information about these evaluations can be found in the *Integrated Planning Handbook*. For assistance or to request a facilitator for the evaluation discussion, please contact the Office of Planning, Research, & Institutional Effectiveness at prie@mpc.edu.

Progress Evaluation Reflection

1. List the goal or project being assessed.
2. What measurable indicators of success or progress have been identified for this goal or project?
3. What data (quantitative or qualitative) have been gathered for these indicators?
4. What do the data indicate about the progress towards the goal or desired outcome?
5. Has the goal/desired outcome been met? (Or, if this evaluation is for mid-cycle progress monitoring, is the unit on track to meet the goal/outcome?)
 - a. If yes, what factors contributed to progress?
 - b. If no, what factors could be hindering progress?
 - c. If this evaluation is for mid-cycle progress monitoring, consider both questions.
6. What resources are necessary in order to improve and/or sustain progress?
7. What lessons have been learned that can be applied to the next evaluation cycle or other similar goals/projects?