Enhancement Request Evaluation Form

[Enhancement Request]

[Department Name]

Activity	Yes	No
Mission Statement: Does the request support the Mission Statement?		
Program Review: Was this request on the most recent program review?		
Program Review: Is the program review up-to-date?		
Program Review: Has a significant event occurred or is the review at end of life?		
Program Review: How old is the program review?		
Institutional Goals and Objectives: Does the request meet one or more goals or objectives?		
Institutional Goals and Objectives: How many goals or objectives will this request address?		
SLOs: Does the request address any outcomes related to the department or institution as listed on the most recent program review?		
SLOs: Does the request address an institutional outcome?		
SLOs: How many outcomes does this request address?		
District: Does this request impact the health and safety of students, personnel or visitors to the district?		
District: Does this request impact the student's ability to achieve their educational goals?		
District: Does this request generate FTES or revenue for the district?		

Scoring Section		
	Comment	**Score**
Ranking: Institutional Goals and Objectives: 1 point for each goal or objective addressed		
Ranking: Outcomes: 1 point for each outcome addressed		
Ranking: Impact: 1 to 5 points based on the number of students impacted		
Ranking: Program Review: 1 to 3 points based on theage of the program review		
Total Score		

Activity	Yes	No