

From: janelhadden@gmail.com [mailto:janelhadden@gmail.com] **On Behalf Of** Janel Hadden

Sent: Monday, November 04, 2013 4:45 PM

To: Hitesh Soneji; Tannis Reinhertz; Annie Chien; James Connors; Robert Nishihira; Lorraine Leber; Carmen Lamha; Craig A Persiko; Lidia Szajko; Juan Gonzales; Frederick Chavaria; Bob Davis; Ophelia Clark; Andrew Chandler; Margaret Guichard; Benjamin Macri; Kathleen White; Diane Green; Beth Freedman; Tiffany Ren; Edith Kaeuper; Beth Cataldo; Andrea Niosi; Keith Mueller; Susan Longacre; Dora Dye; Gina Hector; Megan Corry; May Fong; Tracy Burt; Leslie Morales; Rodolfo Padilla; Constance Conner; Janey Elise Skinner; Chita Torres; David Yee; Geisce Ly; Terrance Hall; Douglas Bish; Francine Podenski

Cc: Darlene Spoor; Wendy Miller; Susan Lamb; John Carrese; Zenaida Perez; Janel Hadden; Kristin Charles; Pamela Mery; Tom Boegel

Subject: Program Review & Perkins Funding

(This message is sent on behalf of Darlene Spoor)

Dear CTE Department Chairs,

As you complete your Program Review, due November 18th, please remember - as was requested last year - to include in your Program Review any anticipated need for Perkins funding to address areas of program Improvement.

As a reminder, below please find a list of the relevant application questions from the Perkins Allocation process that will be linked to your Program Review responses - as was done last year:

1. What labor market does your program address? Document it using labor market information and industry feedback. (Please reference Program Review Question #2 related to Data Trends).
2. With this labor market in mind, what are your department's primary career and technical education program improvement issues? (Please reference Program Review Question #4 related to Overall Departmental Direction, summarizing improvements)
3. What activities will your department undertake with Perkins funding to assist you with these improvements? Address Required Uses of Funds. (If requesting computer hardware/software to replace current technology, indicate age of hardware, version of software to be replaced). (Please reference Program Review Question #3 related to internal /external developments in your Department and Question # 6 related to Planning Objectives for Next Year and Question #8 related to priority use for additional funds).
4. What specific and measurable outcomes will result from these activities? What is the anticipated impact on students' learning outcomes—including CTEA core indicators? If applicable, state the specific product or service resulting from this project. (Please reference Program Review Question #4 related to any assessments of student learning outcomes).

For reference, please see below for the link to the EDD Labor Market Information Division website:

<http://www.labormarketinfo.edd.ca.gov/>

Thanks for your attention to this matter.

Darlene A. Spoor, Ed.D.
Associate Vice Chancellor of Instruction
Workforce & Economic Development
and Educational Centers
50 Phelan Avenue, C306
San Francisco, CA 94112
(415) 239-3014
dspoor@ccsf.edu