

# Program Self-Assessment Summary

## Overview

**The Program Self-Assessment Committee consists of the following individuals:**

- Kathie Daviau
- Kathy Jackson
- Henry Lemieux
- Joani Lewandowski
- Chris Malchuski
- Norene Peterson
- Jesse Sauskojus
- Liz Wynegar

After reviewing the results of the first Program Self-Assessment survey, the committee decided to focus on the items that had been answered as **Unsatisfactory** and **I Don't Know**. The overall consensus is that the reoccurring theme throughout the survey was communication. Four major recommendations have been made.

## Recommendations

**Recommendation #1:** It is recommended that a committee create a visual that defines the program and the multiple relationships within the program.

**Recommendation #2:** It is recommended that a committee create a reference manual that addresses ABLE staff duties and procedures.

**Recommendation #3:** It is recommended that a committee develop and implement a plan for outreach.

**Recommendation #4:** It is recommended that there be a standing committee to continue an annual self-assessment.

## Summary

The committee understands that no specific parameters were given for the first Program Self-Assessment survey; therefore, the complete survey has been posted in the Shared folder on the Adult Ed server. However, the committee does recommend that in the future the following parameter be given:

It is the committee's prerogative not to publish certain comments that may negatively impact the program.