

Comprehensive Program Review Share Outs Overview & Guidelines



Skyline College Institutional Effectiveness Committee



CPR Share Outs **Overview** & Guidelines

- Purpose
- Format
 - Posters
 - Panel Conversation
- Spring 2024 Timeline



Purpose of Sharing Out CPR Highlights

- ◉ Celebrate program successes with the Skyline College community
- ◉ Engage in conversational dialogue to share experiences, mitigate programmatic and initiative silos, and identify collaborative opportunities with campus colleagues and programs
- ◉ Illuminate prevalent themes and issues for further discussion with College leadership and the College as a whole

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CPR Share Outs

Posters



Share Out Poster Templates

Three poster templates, select one to use for your program's Share Out.

- CPR Poster Template 01 (simple)
- CPR Poster Template 02 (colorful)
- CPR Poster Template 03 (bold)



Thank you, Ricardo!



Share Out Poster **Key Content**

Each Single-page poster is inclusive of the following Content Sections:

1. **Program Title**
2. **Contacts** (limit 3 names + hyperlink email)
3. **Program Description** (1 - 2 sentences. Can include program website URL or hyperlink)
4. **Achievement Highlights** (-100 words)
5. **Future Goals** (-50 words)
6. **Additional Significant Information** (as determined by the program, i.e., goals, images, table, etc...) (-50 words)
7. IEC Chairs to create short **URL** and associated **QR** Code to Draft/Final CPR



Creating Your Share Out Poster

Templates are saved as 24" x 36" landscape Google Slides with specified content sections.

1. **Create a Copy** of your preferred slide in your Google Drive instance
2. **Copy & Paste** your program information into your new slide
3. Please **keep as designed**
 - a. Content Section Titles, page layout, and 32pt font in Arial, Calibri, or Open Sans
4. **OK to adjust**
 - a. Color scheme or to move content Section Titles to better fit your program's information
5. **Share** your final poster link/content to Ame at maloneya@smccd.edu
 - ◉ Have **questions** about editing your slide? Contact Ricardo at floresr@smccd.edu

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CPR Share Outs

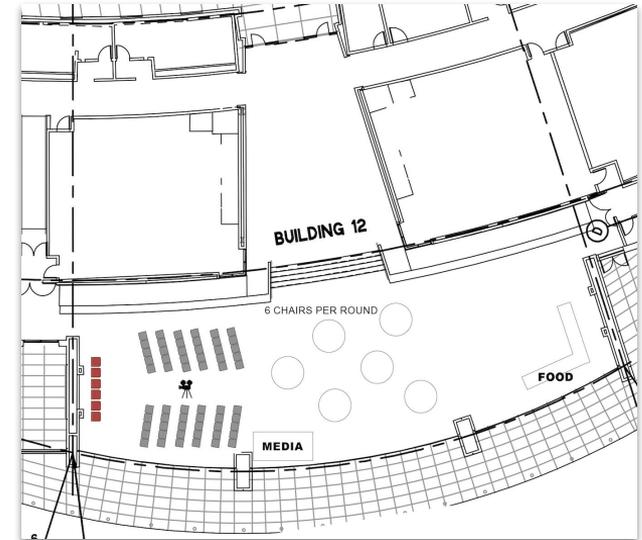
Panel Conversation



CPR Panel Conversation

60-minute, facilitated, in-person panel conversation with Zoom meeting broadcast

- Fireside chat-format for up to 6 program panelist representatives
 - IEC Seed questions to get the conversation started
 - Open Q & A: Questions to alternate between in-person & Zoom attendees
- When: 2 - 4pm on April 8 & 22
- Where: Building 12, Farallon Room, North Fireplace
- Media Services & IT will support Zoom video camera & sound



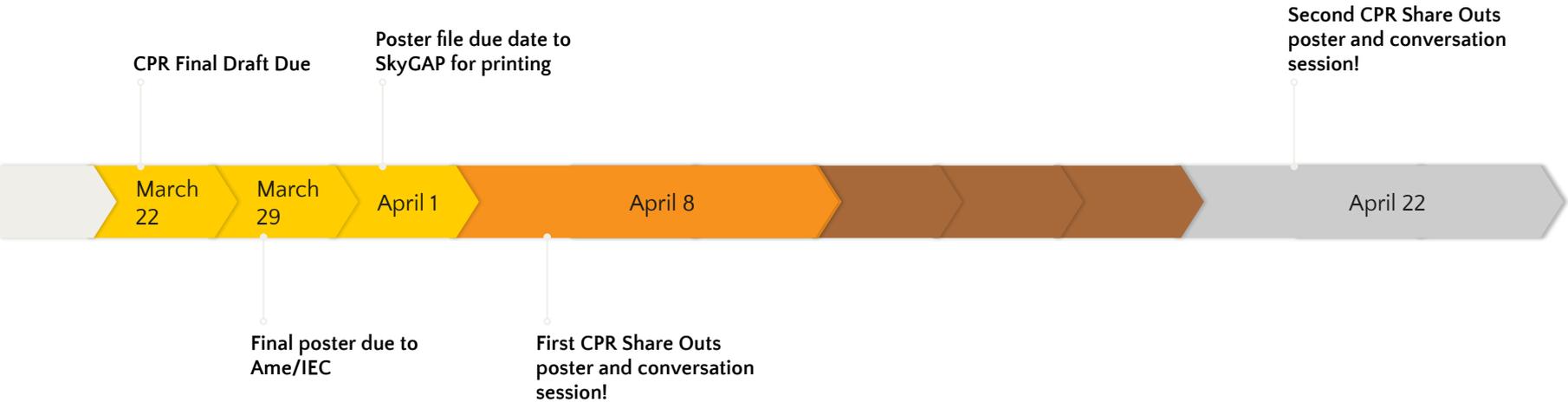


Panel Conversation Seed Questions

- ◉ What was the most interesting/surprising discovery you made during your program's CPR process?
- ◉ What would you like campus colleagues to know about your program?
- ◉ Do you see areas for collaboration? With which program(s)?
- ◉ Do you have any questions for your CPR Cohort colleagues?



April 2024 Timeline





Thanks!

Questions?

Contact Karen, Ame, Ricardo



Instructions for use

EDIT IN GOOGLE SLIDES

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