Sent via email to Chabot College on 9/6/22:
Greetings Chabot!

We hope that everyone had good Labor Day Weekends, had opportunities to reconnect with friends and family, and honor workers and the organized labor movement.

This email marks the official launch of the Fall 2022 Program and Area Review (PAR)! It is an "update" year, meaning that the PAR templates are briefer, and you are updating plans/resource requests made in the comprehensive Fall 2021 PAR.

- **General Information:** about PAR can be found on the PAR Website
- **How to Complete Your Review**: is a great resource for all things PAR, such as:
  - **PAR Templates:** for Academic Programs and Student Services/Administrative Services/Office of the President
    - If you are not sure which template to fill out, please check out the **PAR Template List**
  - **Fall 2022 Due Dates**: For example, your completed word doc PAR template is due 10/07/22 to your Dean/Manager
  - **Steps to Completing Your PAR**: gives detailed instructions for every step from downloading the PAR templates to submitting final PARs in Qualtrics and Cognito (for Resource Requests).
- **PAR Basics**: explains the basics of program and area review to those who are new to campus and/or the PAR process.
- **Training and FAQs**: has links to instructional videos on service area outcomes and looking up data from the Office of Research Planning and Institutional Effectiveness, such as success and enrollment rates, disaggregated by race and ethnicity.

The Program and Area Review committee will be offering trainings on how to complete your PAR in the coming weeks. Stay tuned for details, or feel free to drop by the PAR Committee's meeting this **Thursday, September 8th, 1:30-2:30** (Room 405 and via zoom--the link will be sent to campus with the agenda).

Regards,
Cynthia Gordon da Cruz and Deonne Kunkel-Wu (PAR Co-Chairs) and the PAR Committee