

### Executive Summary

Q: A brief recap or highlights of the entire program review document. (500 words or less)

- Highlight major strengths and weakness.
- Highlight areas for improvement over the next 3-6 years.

**Response:**

Business Office is currently located in a temporary building behind campus center. We are under staffed but do our best to provide services for the students. The good news is that Business Office is going to move into the new location on December 15th. With the District changing from the current SIS to new People Soft software system we will need a lot of training. The staff contributed and gave their input in this program review.

### Participants

Q: Please indicate the individuals that participated in the completion of this program review.

**Response:**

## Validation & Feedback

### Validation Comments for Program

Q:

**Response:**

### Comments for Review Committees

Q:

**Response:**