



NEW PROGRAM REVIEW PROCESS

Effective Spring 2017

Nate Scharff, Chair. Program Review Committee

Bonnie Ripley, Data Liaison. Program Review Committee

FACULTY FEEDBACK FROM SURVEY





GIVE US MORE NOTICE



Two Semesters Prior to Review...

- ▶ Notify Division Dean
- ▶ Identify Four Departments & Writers
- ▶ Communicate review calendar early and often

GIVE US MORE SUPPORT



One Semester Prior to Review...

➤ Schedule

➤ Orient

- Writer & Dean
 - Handbook
 - Data
 - Prior PR document

➤ Write

- Committee Support
 - Checkpoints

➤ Deliver

- Document due at end of writing semester

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Review Semester...

- **Committee reviews document**
 - Two week review
 - Follow up questions to Department writer
 - Department responds to follow up questions
 - Department revises self study if necessary
- **Department meets with committee**
 - Focus on department recommendations
- **Committee commendations and recommendations**
- **President's Meeting**



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Follow Up Semester...

- ▶ **Department Meets with VPAA**
 - ▶ Review progress status of PR recommendations



PROCESS IMPROVEMENTS



ORIENTATION

- Revised handbook
 - 9 sections instead of 12 ☺
- Dean follow up meetings scheduled
- **Data Liaison provides all data**
- Prior PR document provided

WRITING

- Cloud –based collaboration training provided
- Dean follow up #1


SUPPORT

- **Data Liaison explains and summarizes all report data**
- PR document examples provided for tough sections
- Dean involvement and follow up #2

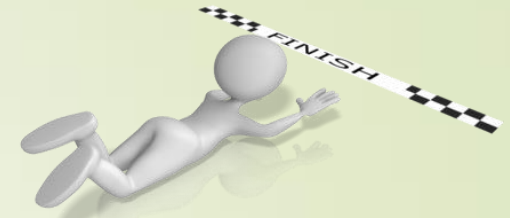


GIVE US MORE \$



- ▶ The majority of writers surveyed felt the reassign time was sufficient for the project
 - ▶ Reassign time is equivalent to a 3 unit lecture class with .20 LED
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- Several thin, dark, curved lines originate from the left side of the slide and sweep across the lower half of the page, adding a decorative element to the layout.

MAKE THIS LESS ARDOUS



- The handbook has been revised and condensed from 12 sections to 9
- Data is provided and explained and summarized
- This condensed format should result in less follow up questions from the committee
- Thorough answers = less questions from the committee



MAKE IT MORE MEANINGFUL

- ▶ Share commendations at Academic Senate
- ▶ Direct campus-wide issues to Administration
- ▶ Integrate CPIE and IEC into annual program review updates
- ▶ Resource requests through campus process will be tied to Program Review

HANDBOOK REVISIONS



Clarification of Questions

- *“Purpose of this section” added to each section*

Streamlining of Questions

- *12 sections condensed to 9*

Rewording Questions

- *More straightforward*

HANDBOOK SECTIONS



1. Overview
2. Curriculum Development and Academic Standards
3. Student Learning Outcomes
4. Facilities and Scheduling
5. Student Equity and Success
6. Student Support/Campus Resources
7. On Campus / Off Campus Involvement
8. Fiscal & Human Resources
9. Summary and Recommendations

HANDBOOK APPENDICES



1. Grade Distribution Summary
2. Enrollment Data
3. Student Success Data
4. Checklist Documentation (SLO, Instructional Operations, Articulation Officer, Library)
5. Advisory Committee Documentation (when applicable)



Questions?