

Academic Program Review Committee (APRC)

The Academic Program Review Committee Members:

Co-Chair: Vice-President of Academic Affairs or designee; Co-Chair: President, Academic Senate; Three Faculty Representatives from Academic Divisions.

Academic Program Review Committee Mission:

The mission of the Academic Program Review Committee is to meaningfully engage, assist, and guide faculty in the analysis and interpretation of qualitative and quantitative program data in order for them to provide recommendations with the goal of strengthening and supporting the efficiency and future of their programs through the college's planning cycle.

Academic Program Review Committee Process:

1. Academic Program Review Committee meetings are scheduled every two weeks throughout each semester.
2. Academic Program Review Committee comes together in the fall to discuss current review cycle of programs under review.
3. Committee reviews any updated Program Review materials for distribution to faculty along with relevant IR data.
4. Program Review orientations on both ECC and CEC campuses are given by the Program Review Committee chair and Director of Institutional Research.
5. Program Review drafts are submitted to Academic Affairs by the end of fall semester and are reviewed by the PR chair and distributed to the Committee for input.
6. Responses are sent to the faculty authors so that they can work on their final drafts in the coming months.
7. Final Drafts of the current Program Review cycle are submitted by April.
8. All Program Reviews are distributed to the Academic Program Review Committee members for review.
9. Faculty members who have authored the Program Reviews and their respective deans meet with the Academic Program Review Committee to discuss their findings and recommendations.
10. If necessary, suggestions to enhance their work are made by the Academic Program Review Committee and revisions are made by the faculty.
11. Approved Program Reviews from both campuses are posted on the web.
12. Program Review prioritized recommendations are placed into the college's planning software (Plan Builder) and will follow the college's master planning model. This model includes feedback to programs regarding follow-up with their recommendations.
13. Annual Updates are submitted to Academic Program Review Committee and to the Division Deans.
14. Faculty who have participated in the Program Review Process participate in a Program Review Evaluation.
15. Academic Program Review Committee analyzes and presents common themes gleaned from cross-discipline program review documents for information and discussion.
16. Academic Program Review Committee takes part in reflective analysis of its own work for the improvement of the overall campus-wide process.