

Program Review

Program Review (PR) is conducted every four years. It is a self-study process to:

1. recognize and acknowledge program/department performance
2. assist in program/department improvement through self-reflection
3. enhance student success by offering recommendations to improve their performance in program and student learning outcomes
4. provide program members the opportunity to discuss and evaluate the strengths and weaknesses of their programs/departments

Program Review Process and Timeline

February	<p>Program Review Orientation (Mandatory)</p> <ul style="list-style-type: none"> • All programs scheduled for review must have at least one program employee present • Institutional Research provides each program with data about the program
March	<p>Data Workshop (Optional)</p> <ul style="list-style-type: none"> • Institutional Research provides training on data analysis
May	1 st draft of program review due to program faculty and division dean for review
June (before semester ends)	1 st draft of program review due to Academic Affairs and Senate
August	1 st draft of PR returned to author(s) and dean with feedback
October	2 nd draft due to Academic Affairs
October – December	<p>Individual discussions with Academic Program Review Committee (APRC). Attendance is mandatory.</p> <ul style="list-style-type: none"> • Author(s) and dean are present to discuss key components of program review with the APRC • Feedback from APRC is given; revisions may be needed
November - December	<ul style="list-style-type: none"> • Faculty/dean ensure PR prioritized recommendations placed into the college's planning software (Plan Builder). • Final versions of PR document, incorporating feedback from APRC, are posted online.