Academic Program Review Committee

Program: Architecture
Date Reviewed: 11/18/15
Resubmittal Date: 12/1/15

Please use these notes along with the comments from APRC members and your dean when revising this document.

General Comments: Consider a Table of Contents; include brief history, current status & future/vision in the beginning of document (executive summary).

1. Overview of the Program	Comments
a) Provide a brief narrative description of the current program, including the program's mission statement and the students it serves.	• Consider a brief summary before the entire history. • Consider sub-headings. • Include how program has evolved throughout the last 60 years.
b) Describe the degrees and/or certificates offered by the program.	•
c) Explain how the program fulfills the college's mission and aligns with the strategic initiatives. (see Appendix A)	•
d) Discuss the status of recommendations from your previous program review.	• Give status of previous recommendations (in progress, abandoned, completed, partially completed, etc.).

2. Analysis of Research Data (include data provided by Institutional Research & Planning)	
Provide and <u>analyze</u> the following statistics/data	**Comments**
a) Head count of students in the program	• Include a sentence with head count; leave verbiage as-is.
b) Course grade distribution	•

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	Comments
c) Success rates (Discuss your program's rates in light of the college's success rate standard. Set a standard for your program.)	•
d) Retention rates	•
e) A comparison of success and retention rates in face-to-face classes with distance education classes	•
f) Enrollment statistics with section and seat counts and fill rates	• Include rationale, if available.
g) Scheduling of courses (day vs. night, days offered, and sequence)	•
h) Improvement rates (if applicable)	•
i) Additional data compiled by faculty	•
j) List any related recommendations.	•

3. Curriculum Review	Comments
a) Provide the curriculum course review timeline to ensure all courses are reviewed at least once every 6 years.	• Page 17, #2: Typo: ~~teach~~ take
b) Explain any course additions to current course offerings.	• •
c) Explain any course deletions and inactivations from current course offerings.	•
d) Describe the courses and number of sections offered in distance education. (Distance education includes hybrid courses.)	•
e) Discuss how well the courses, degrees, or certificates are meeting students' transfer or career training needs:	•

1. Have all courses that are required for your program's degrees and certificates been offered during the last two years? If not, has the program established a course offering cycle?	•
2. Are there any concerns regarding program courses and their articulation?	•
3. How many students earn degrees and/or certificates in your program? Do students take licensure exams? If so, what is the pass rate? If few students receive degrees or certificates or if few students pass the licensure exam, should the program's criteria or courses be re-examined? Set an attainable, measurable goal	•
f) List any related recommendations.	• Be sure to cross-reference SLO information that affects curriculum. • Page 19: use bullet points or numbered list. • Be sure to repeat most important program needs in final recommendations.

4. Assessment and Student and Program Learning Outcomes (SLOs & PLOs)	Comments
a) Provide a copy of your alignment grid, which shows how course, program, and institutional learning outcomes are aligned.	• Include SLO/PLO timeline. Reference page #.
b) Provide a timeline for course and program level SLO assessments.	•
c) State the percent of course and program SLO statements that have been assessed.	•
d) Summarize the SLO and PLO assessment results over the past four years and describe how those results led to improved student learning. Analyze and describe those changes. Provide specific examples.	•

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e) Determine and discuss the level your program has attained in the SLO rubric in Appendix B. (Awareness, Developmental, Proficiency, or Sustainable Continuous Quality Improvement)	•
f) Describe how you have improved your SLO process and engaged in dialogue about assessment results	•
g) List any related recommendations.	•

5. Analysis of Student Feedback	Comments
a) Describe the results of relevant surveys.	• •
b) Discuss the implications of the survey results for the program.	•
c) List any related recommendations.	•

6. Facilities and Equipment	Comments
d) Describe and assess the existing program facilities and equipment.	• •
e) Explain the immediate (1-2 years) needs related to facilities and equipment. Provide a cost estimate for each need and explain how it will help the program better meet its goals.	•
f) Explain the long-range (2-4+ years) needs related to facilities and equipment. Provide a cost estimate for each need and explain how it will help the program better meet its goals.	•
g) List any related recommendations.	•

7. Technology and Software	Comments
a) Describe and assess the adequacy and currency of the technology and software used by the program.	• Restructure this section to match template more closely, i.e. what you have, what you need now, what you need later.

b) Explain the immediate (1-2 years) needs related to technology and software. Provide a cost estimate for each need and explain how it will help the program better meet its goals.	• Add in the CNC, laser cut machine, etc.
c) Explain the long-range (2-4+ years) needs related to technology and software. Provide a cost estimate for each need and explain how it will help the program better meet its goals	•
d) List any related recommendations.	• Be sure to include the renewals and maintenance costs for software and licenses.

8. Staffing	Comments
a) Describe the program's current staffing, including faculty, administration, and classified staff.	•
b) Explain and justify the program's staffing needs in the immediate (1-2 years) and long-term (2-4+ years). Provide cost estimates and explain how the position/s will help the program better meet its goals.	•
c) List any related recommendations.	•

9. Future Direction and Vision	Comments
a) Describe relevant changes within the academic field/industry. How will these changes impact the program in the next four years?	• Consider including the prioritized recommendations (CNC, laser cut machine, etc.) in Technology & Software section.
b) Explain the direction and vision of the program and how you plan to achieve it.	•
c) List any related recommendations.	•

10. Prioritized Recommendations	Comments
a) Provide a single, prioritized list of recommendations and needs for your program/department (drawn from your recommendations in sections 2-8). Include cost estimates and list the college strategic initiative that supports each recommendation (see Appendix A). Use the following chart format to organize your recommendations.	- Whatever is needed, be sure to include it in this document; even if you do not have associated costs. - Pull the recommendations from TracDat & include here. - Consider removing or rewording paragraph discussing Inter-Club Council; mention trips to visit different architectural structures although not an official club.
b) Explain why the list is prioritized in this way.	