Program Review Task Force
Authority

- Formed and authorized by Dr. Mayo in July 2012
- Charged with:
  - Reviewing the Program Review Process
    - All program reviews- instructional, administrative (AA, BS, President’s Office, BCTC), and student services
  - Identifying communication gaps
  - Analyzing timelines
  - Reviewing and vetting forms
Core Issues

- Program reviews are not being reviewed and synthesized into the strategic planning process and don’t incorporate assessment efforts.
- Significant gap in communication between SPC and Senate subcommittees and activities.
- Flowchart for integrating program reviews does not accurately portray the process.
- Forms need review and broad input.
Task Force Progress

Task force meetings

- August 22, 2012- introduced members, reviewed scope of project, created model “synthesis” flow charts for each program review area
- September 7, 2012- Worked with members of SPC on the SPC flowchart
- September 21, 2012- Completed draft model of SPC flowchart, began assessing forms and process
- October 30, 2012- Forms Review
- November 16, 2012- 12- Functional components of SPC as receiving body of APR’s
- November 30, 2012- Refining the process
Recommendations

- Restructure SPC Process
- Rename Strategic Planning to “Participatory Governance Council” (PGC)
- Restructure Standards and Move 1, 2, 4 earlier in the Process
- Combine Standards 1 & 4 to become “Governance Committee” or “Governance Oversight Committee”
- Standard 2 to be absorbed into the “front end” of the process
Recommendations

- Standard 3 (Resources)- Integrated into PGC review body
- College to invest in a Program Review Coordinator with release time and clerical support
- Forms to be aligned with resource requests via “RAP” sheet (resource allocation request form)
Current Model
Proposed new process

Participatory Governance Council
Primary Review
Final Review
Rank Requests from all areas and presents to Administration

Co-Chairs:
- College President
- AS President
- Classified Rep (CSEA pres.)

Members:
- VPAA, VPSS, VPBS
- 1 Faculty Rep (APC Chair)
- 1 Classified Rep
- 1 Student Rep
- Basic Skills Coordinator
- Associate Dean of Grants
- Member at Large-Program Review Coordinator

One Prioritized List:
- Human Equipment/Supplies Infrastructure Technology

College President
Chancellor
BOT
Recommendation 1

- Standards 1 & 4 combine to become “Governance” Committee or “Governance Oversight Committee”
  - Reports to the President or Designee
  - Works with Academic Senate to evaluate forms, process, committee assignments and committee alignments (are all committees working toward mission alignment)
  - Annually evaluates mission & vision and makes recommendations for changes
Recommendation 2
Standard 2 be addressed earlier in the process

- Better Forms to address learning resources and library
- Sign off by library and other learning resources
Recommendation 3

- Standard 3 be incorporated into PGC
- Provide primary review and feedback to the requesting unit
- Provide final review and recommendation to college president
- Review “RAP’s” as they are introduced through the year
Recommendation 4

- Invest in Program Review Coordinator
  - Drives the process so Program Review is continuous and meaningful to the college
  - Collaborates with all units and Academic Senate to ensure program reviews are in process
  - Chairs the Governance Committee to annually review forms, process and timelines
  - Works with Governance Committee to reviews college committees, their mission, vision, purpose to ensure committee assignments are balanced and work toward meeting the college mission
  - Organizes and facilitates Academic, Student Services, and Administrative Reviews to ensure process and transparency
  - Provide annual report to college President, Academic Senate and PGC on status of Program Review Process.
Drafting new process and continuing with existing process

Happy to report- APR’s and CIPR’s reviewed for the first time in fall 2012

NEED a DRIVER for next steps!
To do:

- Align forms with new process
- Draft timelines
- Mission, vision and bylaw for PGC
- Communicate with college colleagues
- Training for new forms and process- spring 2012
Questions