

## **Program Review Revision Update, 11/19/2013 Spring 2014 Reporting Cycle**

The program review forms to be used in the Spring 2014 cycle have been revised according to suggestions made in the program review surveys, and more generally in Instructional Administrators Council, and Program Review Revision Group meetings. The 2014 forms are nearly identical to the 2013 forms but simpler. They complete a two-year revision process, which brought program review forms and process into compliance with Title V regulations and 2013 Accreditation Standards.

Here's a quick summary of the revisions:

1. Removed SLO Scheduling section
2. Created a separate CTE section (Section III)
3. Revised six-year planning forecast to three years
4. Removed plan related budgeting on the budget sheet
5. Moved contact information for course outline, website update, and SLO assessment to final section, entitled *Program Maintenance*.

The 2014 forms are currently available online.

### **January 10, 2014, electronic program review reporting will be available.**

Governing Council will be again organizing Program Review Workshops to assist faculty in the transition to the online format. The online reporting forms will incorporate “wysiwygs,” which allow for text formatting. The options will limit some formatting options but will be very similar to the options available in Word. Cutting and pasting from an existing Word file to the *wyziwyg* text box might require some editing.

The Program Review Revision Group has been working with Community Relations and Marketing and the Office of Program, Research, and Institutional Effectiveness (PRIE) to transition program review reporting to an online format:

**Phase One**, Spring 2014: Online reporting will be available.

**Phase Two**, Spring 2015: Program reviews will be available in a searchable database. For example, if our SLO Coordinator would like to review Section II.A., the SLO assessment reflection and discussion section, he or she will be able to run a report of all sections by department or division. Our professional enrichment coordinators, rather than rifling through individual program reviews to identify professional development needs, will be able to create a report of IV.B.1, the professional development/enrichment section. Likewise, division deans or others will be able to run reports on sections most useful to them—program descriptions, planning, CTE, and so on.

Note: The revision process began in Spring, 2012. The Program Review Revision Group, an ad hoc Academic Senate committee charged with reviewing and revising program review, is made up of the Academic Senate President and Immediate Past President, Academic Senate committee chairs, appointees, and the Dean of the Office of Planning, Research, and Institutional Effectiveness (PRIE).

The members are David Laderman (Academic Senate President) and James Carranza (Academic Senate Immediate Past President), Laura Demsetz (Faculty Co-Chair, Accreditation), Cheryl Gregory (appointee, Learning Support Centers), Teeka James (appointee, AFT President), David Locke (Chair, College Assessment Committee), Teresa Morris (Chair, Committee on Instruction), Eileen O'Brien (appointee, Student Services), and John Sewart (Dean, PRIE).