

PROGRAM REVIEW COMMITTEE (PRC)

College-wide Observations and Institutional Effectiveness Suggestions

Spring 2016, May 15, 2016

--Accepted with revision by PaRC on June 1, 2016

PRC Charge: "This summary may include observations of common patterns or themes, suggestions for reducing duplication of resources, and/or broader recommendations to the college that would increase institutional effectiveness."

Recommendations from 2015 Not Yet Completed

- Review the AUO process in terms of what areas should be included or covered.
- Review the linkages and continuity between annual and comprehensive program reviews.
- Review the length / extend the Comprehensive Program Review Cycle.

College-wide *Observations and Recommendations*

1. PRC recommends the college examine the strengths and weaknesses of designating one college office (existing or new) to be responsible for integrating the various campus plans such as the Educational Master Plan, Facilities Master Plan, and the Technology, Equity, 3SP, Basic Skills, Sustainability, Professional Development, and Transfer Plans. This examination might also consider ways to incorporate the goals and activities of the various plans in the program review and resource allocation processes.
2. The importance of tutoring as an academic support service for our disproportionately impacted students was mentioned in several Instructional program reviews. PRC recommends the college continue to plan for ways to provide these critical tutoring services to more students. This planning should consider the enhanced value to the student of collaboration across our various tutoring programs on campus.

3. Several Student Services Division units emphasized the importance to our students of online data systems. PRC recommends the college consider ways in which the efficacy of these tools can be assessed and data from the tools can be used to guide program planning in student service, instruction, and administrative units.
4. The PRC notes the following observations based on Comprehensive Program Reviews (only):

Request for release time
(for departmental administrative functions):

1. Accounting
2. Political Science
3. Psychology
4. English
5. English as a Second Language
6. Biology
7. Emergency Medical Services

9 of 16 instructional departments completing a comprehensive program review did not specifically request release time.

Note: this is an observation only. 6/1/16

5. PRC recommends the college consider ways in which units can be provided support for grant submissions for such tasks as data analysis and grant writing.

Program Review Related

6. PRC should provide a recommendation to PaRC on the make-up of the units included in program reviews, especially for student services and administrative units, but also for instructional degrees that are inter-disciplinary. PRC should consult with units and divisions across the college as well as the Academic Senate in making its recommendation.

7. PRC should examine ways to provide more support to departments as they begin to write the program review. This support might include assistance with data interpretation and suggestions on ways to respond to the prompts in ways that are useful to the departments as well as the college.
8. PRC should continue to examine ways to include additional departmental opportunities to engage with the PRC during the program review process.
9. Based on the information contained in the Program Reviews, PRC recommends that the college continue to look for ways to provide more support for the assessment of program learning outcomes in instructional, student services, and administrative units.
10. Based on the information contained in the Program Reviews, PRC recommends that the college support Equity Plan and SLO Committee initiatives to develop curricular effective practice materials / guidelines and professional development for addressing student achievement gaps identified by the data.
11. Based on the information contained in the Program Reviews regarding program course success rates compared to the institutional standard, PRC recommends the college consider whether departmental level standards would be helpful benchmarks for measuring goals.

PaRC recommended that this issue be brought to the Academic Senate first for discussion. 6/1/16

12. As the college examines the options for supporting student engagement outlined in the Facilities Master Plan, PRC recommends it consider opportunities to support the various academic and student support programs through a centralized meeting place for students.