



PROGRAM/UNIT REVIEW

19 November, 13

LOS MEDANOS COLLEGE

Agenda

- Welcome
 - Website: www.losmedanos.edu/planning
- 1. Program/Unit Review
 - Conducting a thoughtful, effective, and collaborative program/unit review
- 2. Turning data into meaningful action
 - Review of SQL data and Student Success ScoreCard data prior to developing future objectives
- 3. Program Review Submission Tool (PRST)
 - Incorporating your program/unit review into the submission tool
 - Future hands-on training?
- Comments and Questions

Program/Unit Review

- What is Program/Unit Review?
- Why we do program/unit review?
- How does it fit with planning, curriculum development, assessment, and resource allocation?
- How often do we need to do it?
- Steps to conducting a thoughtful program/unit review

What is “Program/Unit Review”?

- It is reviewing the past, and planning for the future.
 - Is the program achieving its mission?
- It is a 360-degree review of the effectiveness of a program or unit over time.
- “Faculty-drive program review is essential to the integrity of the college community and its educational programs” – Academic Senate of CCC
- It “is part of sound, comprehensive education planning practice” – Research and Planning Group

What is “Program/Unit Review”?

“Colleges are required to **periodically review curriculum in a process called ‘program review’** during which faculty and administrators review the program requirements and course content in **consultation with advisory groups**. Program Review is a planning process whereby academic departments **determine the future needs and goals** of their educational programs.”

(Program and Course Approval Handbook)

What is “Program/Unit Review”?

“The institution demonstrates strong commitment to a mission that emphasizes achievement of student learning and to communicating the mission internally and externally. The institution uses analyses of quantitative and qualitative data and analysis in an ongoing and systematic cycle of evaluation, integrated planning, implementation, and re-evaluation to verify and improve the effectiveness by which the mission is accomplished...

(ACCJC)

What is “Program/Unit Review”?

(continued)

“The institution assures the effectiveness of its **ongoing planning and resource allocation processes** by systematically reviewing and modifying, as appropriate, all parts of the cycle, including institutional and other research efforts.”

(Accrediting Commission for Community and Junior Colleges)

Why we do program review?

- To continuously improve Student Success
 - ▣ Student learning (assessment) and achievement (completions)
 - ▣ Programs and units
- For Institutional Effectiveness
 - ▣ To achieve the mission of the programs/units as well as the college
- To align planning, assessment, and resource allocation and continuously improve student learning and institutional effectiveness

How does Program Review fit with...

Planning

Curriculum Development

Assessment

Resource allocation?

CONTINUOUS CYCLE OF PLANNING, ASSESSMENT, RESOURCE ALLOCATION & PROGRAM REVIEW

- District SP
- LMC SP
- Unit & Program Plans

1.
**Strategic
Plans &
Priorities**

- Plan Assessment
- Assess - CSLO, PSLO ,
GE SLO
- Summarize Assessment
Results
- Update Course Outlines
- Implement Assessment
results & plan for future

2.
Assessment

4.
**Program
Review**

- Make Resource Allocation
Requests incorporating
assessment results
- Improve Programs/Units,
Student Success, and
Institutional Effectiveness

3.
**Resource
Allocation**

- Update Status of Previous
Objectives
- Analyze Unit & Program Data
- Incorporate Assessment results
- Develop New Objectives and
Plans

ALIGNING WITHIN THE CYCLE

- **Strategic plans** – Interim and 5 year District and LMC plans; and program/unit plans
- **Assessment** – Annual Course Level (CSLO) and 5 Year Program Level (PSLO, GE SLO) assessment
- **Course Outlines** – Updated at least once in 5 years
- **Program Review** – Annual updates and 5 Year Comprehensive PR
- **Resource Allocation** – Annual; tied to assessment, program/unit review, and planning

STEPS IN PROGRAM/UNIT REVIEW

- To conduct a thoughtful, effective and collaborative program review:
 1. Start by examining the mission, purpose and goals
 2. Examine the effectiveness of the program – quantitative and qualitative data, and other input
 - SQL, ScoreCard, Completion data, Core Indicator data...
 - Assessment results of student learning
 - External advice – advisory board feedback, external exam results, previous accreditation recommendations...
 3. Review last year's objectives and update status

STEPS IN PROGRAM/UNIT REVIEW

4. Develop new objectives based on analysis of the first three steps and plan for continuous improvement for next year
 - ▣ Collaborate! Collaborate! collaborate! with everyone in your program/unit, your supervisor, your advisory board
 - ▣ Get input from programs/unit you can partner with, your students, and employers
5. Implement the plans
 - ▣ Request resources, if needed, for implementation
6. Evaluate the impact of the changes, report on it next year, and make new plans

- Part II of this presentation:
 - ▣ Turning data into meaningful action
 - Review of SQL data an Student Success Score Card Data

- Part III of this presentation:
 - ▣ Overview of the Program Review Submission Tool