

Program Review Year 3 Update Celebration and Next Step

College Assembly

10.19.2020

Program Review and Assessment Cycle

Program Review and Assessment Cycle						
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Dept. Chairs/ Deans	Checking on Courses to be assessed and updated (COORS revised and sent to Curriculum Committee for Approval) each year					
Program Review	Comprehensive		Year 3 Update		Year 5 Update	Comprehensive
Assessment	CSLO	CSLO	CSLO	CSLO	PSLO	CSLO
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1
	COOR Updates for Course Assessed in Previous Year					
	5 Year Cycle					

What Did We Learn from Program Review Year 3 Update

The areas of **strength** for the next Program Review process are:

1. The program review process including templates and data (enrollment, outcomes, goal setting and alignment, update program).
2. The timeline specifically, the “chunking” of sections and the inclusion of supervisor feedback.
3. The trainings provided clear and concise information and guidance to complete program review.

What Did We Learn from Program Review Year 3 Update

The areas of strength for the next Program Review process are:

4. The alignment of the process and templates with the resource allocation process.
5. The collaboration with colleagues in development of goals and program/unit planning including setting *Vision for Success* goals.
6. The program update section in the template provides a method to gauge progress towards program/unit goal attainment and help to identify areas for improvement based on previous experiences.

What Did We Learn from Program Review Year 3 Update

The areas of improvement for the next Program Review process are:

1. Offer Program Review trainings throughout the academic year.
2. Improve the organization of the data (COOR, Assessment, Tableau) for easier user review and utilization in reporting.
3. Expand upon the Tableau trainings to provide more customized support and detailed guidance.
4. Investigate best practices in the creation of more faculty participation in the CSLO assessment/COOR revision process, to improve the rate of completion in a timely manner for said processes.

What Did We Learn from Program Review Year 3 Update

The areas of improvement for the next Program Review process are:

5. Include a glossary of commonly used terms (i.e. program set goal, assessment, action steps, student learning outcomes, retention, persistence, success, equity, theme report) so conceptually there is a shared understanding.
6. Cease from modifying the format and structure of the templates.
7. Provide clarity on how Program Review is utilized in resource allocation decisions.

Turning Learning Into Possible Actions

1. Use the same template including glossary *(Planning Committee)*
2. Continue the same timeline specifically, the “chunking” of sections and the inclusion of supervisor feedback. *(Planning Committee)*
3. Offer the training throughout the year. *(In Progress, Office of Instruction, Office of Student Services, PIE, Office of Business Services, TLC)*
4. Investigate best practices to increase faculty participation in the CSLO assessment and COOR revision processes, in an effort to promote curriculum development and complete said processes in a timely manner. *(In Progress, TLC, Curriculum Committee, Office of Instruction)*
5. Review and revise the PSLO reporting templates in order to capture meaningful data that helps us achieve our mission. *(In Progress, TLC, Office of Student Services)*

Resource Allocation

New process approved by SGC in September 2018.

- Budget Request Database
- 2 Year Life Cycle (can be renewed)
- Update existing request, submit new requests anytime
- Program Review requests are entered as well
- Funding schedule for SGC (Fall and Spring), Cabinet (Fall & Spring), Office of Instruction/Student Svcs. (anytime), all based on available budget
- Categorical & “Box 2A” processes/structure remain

All approved resource requests will populate the Budget Request Database, no need for double entry.

References

1. [Program Review 2019-2020 Year 3 Evaluation Report](#)
2. Program Review [Survey Form](#) (pdf)
3. [Program Review Survey Monkey Report 2020](#) (pdf)
4. [Program Review Survey Summary 2020](#) (word)
5. Resource Allocation Database:
<https://www.losmedanos.edu/businessoffice/resourceallocation.aspx>