

Academic Senate & Subcommittee

Committee Goals for Academic Year 2015-2016

Committee Name: Academic Program Review Committee

Committee Roles and Responsibilities:

Provide feedback on Academic Program Reviews, make policy recommendations on the Academic Program Review processes, provide training and support to faculty, deans, and the administrators undergoing the program review process, and shepherd Academic Program Reviews through the various stages of feedback until they reach publication

ACCJC Standard(s) Addressed:

X Standard I: Mission, Academic Quality and Institutional Effectiveness, and Integrity

___ Standard II: Student Learning Programs and Support Services

___ Standard III: Resources (Human, Physical, Technology, Financial)

___ Standard IV: Leadership and Governance

Committee Members: Amy Obegi (Faculty Coordinator), Lue Cobene (Liberal Arts), Joseph Conrad (Math/Science), Vitalis Enemmuo (Health Sciences), Tonmar Johnson (Social & Behavioral Sciences), Brenda Tucker (Counseling)

Ex Officio: Peter Cammish, Pei-Lin Van't Hul, John Yu, Robert Gabriel, Neil Glines, Maire Morinec, Keydron Guinn, Leslie Minor, Jocelyn Mouton

Identify the initiatives/goals this Committee will undertake.

Committee chairs are responsible for completing reports after dialog with committee members. Assessment of committee progress is integral to SCC's continuous improvement process.

	Initiative / Goal	Description for this Initiative / Goal
1	Brown Act compliance	Make changes to membership and to operating procedures to ensure Brown Act compliant
2	Timely feedback to faculty undergoing program review	Review discipline program review self-studies and provide feedback as they are completed by discipline faculty
3	Style sheet	Create a "style sheet" to add to the handbook and distribute to faculty undergoing review in an effort to make reports more uniform
4	Individual and group support/training	Provide support and training to those undergoing the program review process (faculty, deans, etc.)
5	Committee self-assessment	Undergo self-assessment of the Academic Program Review Committee
6	Refine/clarify 2 year abridged	Determine how 2 year abridged program reviews for CTE

	program review process	programs integrate with the Academic Program Review committee and its processes
7	Website updates	Ensure the Academic Program Review website is up-to-date
8	Support accreditation self-study	Work with faculty accreditation co-chairs and administrators to integrate program review information
9	Closing the loop	Support in the development of processes that link program review recommendations with institutional short and long-term planning
10	Update By-Laws	Work with Academic Senate to ensure the mission and membership of the committee are accurately reflected in the Senate by-laws.
11	APR process assessment	Develop an assessment to be given to stakeholders (faculty and administration) about the program review process to use to revise the Academic Program Review template and handbook as part of a continued cycle of subcommittee improvement

Mid-Year Committee Evaluation Report for Academic Year _____

Accomplished and In Progress Initiatives: Identify the initiatives this Committee has accomplished and whether the initiative has been completed (C) or is in progress (IP) in the status column. Identify additional initiatives if applicable.

	Initiative Undertaken, Achieved or In Progress	Status C or IP	Accomplishments/challenges for this initiative
1			
2			
3			
4			
5			
6			
7			
8			
9			

Current Committee Membership (Academic Year 2014-2015):

- Chair, Academic Program Review Faculty Coordinator with reassigned time
- 1 or 2 standing faculty representatives from each school (Liberal Arts, Math/Sciences, Health Sciences, Social/Behavioral Sciences, CTE and Business)
- Student Services Faculty Representative (Counseling or Library)
- Curriculum Committee Chair
- Advisory: Member of Office of Institutional Research and Planning*
- Advisory: Dean(s) of programs under review*
- Advisory: Vice President of Academic Affairs*
- Advisory: ASSC Student Representative*

*Not involved in the faculty led review component of the committee.

Proposed Changes to Committee Membership for 2015-2016 (Brown Act Compliance)

Voting members (8):

- Chair, Academic Program Review Faculty Coordinator with reassigned time (vote in tie)
- 1 faculty representatives from each school (Liberal Arts, Math/Sciences, Health Sciences, Social/Behavioral Sciences, CTE/Business)
- Student Services faculty representative (Counseling or Library)
- 1 At-large faculty representative (from any school)

Advisory members:

- Curriculum Committee Chair (ex-officio)
- Advisory: Member of Office of Institutional Research and Planning (ex-officio)
- Advisory: Dean(s) of programs under review (ex-officio)
- Advisory: Vice President of Academic Affairs (ex-officio)

Advisory Members do not participate in the faculty review of the program review self-studies by the Academic Program Review Committee

Key changes are one 1 faculty per school, the addition of an at-large faculty representative, Curriculum Committee Chair changed to ex-officio, and student representative omitted.

Quorum is 5 faculty members in attendance

Academic Program Review Status Update (2013-2015)

PROGRAM	SCHOOL	STATUS
Accounting	CTE & B	Complete
Aeronautics	CTE & B	Awaiting VP feedback
Anthropology	S & BS	Awaiting VP feedback
Auto Body	CTE & B	APRC feedback given, awaiting faculty response
Auto Tech	CTE & B	NS (Dean advised do abridged program review)
Biology Majors	M & S	NS
Biology Non-Majors	M & S	Awaiting VP feedback
Business	CTE & B	Dean review
Chemistry	M & S	APRC feedback given, awaiting faculty response
Computer Information Systems	CTE & B	APRC initial feedback given, awaiting faculty response
Cosmetology	CTE & B	Complete
Criminal Justice	CTE & B	Complete
Drafting	CTE & B	Complete
Early Childhood Education	S & BS	Complete
Film/Television	LA	Complete
Fire Technology	CTE & B	Initial report completed; needs rewriting
Geography	M & S	APRC feedback given, awaiting faculty response
History	S & BS	NS
Horticulture	M & S	Awaiting APRC feedback
Human Services	S & BS	Complete; 2 year abridged also complete
Interdisciplinary Studies	C	Awaiting data from ITRP
Interior Design	LA	Complete
Journalism	LA	Complete
Kinesiology	HS	NS
Management	CTE & B	Dean review
Marketing	CTE & B	Dean review
Mechatronics	CTE & B	Awaiting VP feedback
Nursing	HS	NS
Nutrition	HS	NS
Occupational Education	CTE & B	Complete
Office Technology	CTE & B	NS in entirety
Photography	LA	Complete
Physics	M & S	VP feedback provided, awaiting faculty response
Political Science	S & BS	Awaiting APRC feedback
Pre-Allied Health	M & S	Awaiting VP feedback
Psychology	S & BS	Awaiting VP feedback
Real Estate	CTE & B	NS
Social Sciences/Ethnic Studies	S & BS	NS
Sociology	S & BS	APRC feedback given; awaiting faculty response
Welding	CTE & B	Complete

NS = Not submitted by faculty to the APRC

APRC initial feedback = Report not complete according to the document rubric, awaiting resubmission