



# Academic Senate & Subcommittee

## Committee Goals and Self-Assessment for Academic Year 2020-2021

### Committee Name: Academic Program Review Committee

### Committee Roles and Responsibilities:

The roles and responsibilities of the Academic Program Review Committee are to initiate and implement a standardized process to evaluate academic degree programs, to provide feedback on program review reports, to periodically review APR processes and make policy recommendations to the Academic Senate, and to serve as a resource for departments/programs under review.

Meeting Days/Times: 2<sup>nd</sup> and 4<sup>th</sup> Mondays, 2:30pm – 4:00pm (NOTE: **Meetings suspended for Spring 2021**)

### ACCJC Standard(s) Addressed:

- 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:

Co-Chair: Rachel Purdie  
 Ex-Officio: Dean Sandy Lamba  
 Liberal Arts: Chris McBride  
 Math & Science: Dmitriy Zhiv  
 Library/Counseling: Nick Cittadino

Ex-Officio: VP David Williams  
 Applied Technology & Business: **Vacant**  
 Social & Behavioral Sciences: **Vacant**  
 Health Science: **Vacant**  
 Office of Research & Planning: **Vacant**

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	Complete Social and Behavioral Review cycle	Assist SBS faculty in completing remaining program reports; provide feedback and complete review process.
2	Update eLumen program review module	Meet with eLumen to assess new capabilities/features; shift data burden from Research and Planning/Coordinator to eLumen autogenerated data as much as possible.
3	Review template and modify to minimize need for faculty to seek/review external data	Cut or modify questions that require excessive review (e.g., curriculum review of prerequisites); use questions about student survey results in place of (rather than in addition to) Research and Planning data-driven questions
4	Seek feedback regarding reduced template	Share “reduced” template with SBS faculty or small task force for feedback
5 NEW	Contact Deans of HS and Counseling to set up Zoom	Schedule times to speak with HS and Counseling faculty via Zoom during School meetings



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	meetings with faculty to give an overview of eLumen module	
6 NEW	Provide HS and Counseling faculty with surveys to administer to students	Student surveys are helpful for collecting program data; coordinator will provide the surveys using online survey/polling software (Qualtrics, Survey Monkey)

### Mid-Year Committee Evaluation Report for Academic Year Dec. 2020

#### 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	Complete Social and Behavioral Review cycle	IP	Will review Social Justice when its ready; report to be finished by end of January 2021
2	Update eLumen program review module	C	Both 6-yr and 2-yr templates are available in eLumen
3	Review template and modify to minimize need for faculty to seek/review external data	C	Revised PR templates, approved by Senate. Templates now require minimal data
4	Seek feedback regarding reduced template	C	Feedback used to revise templates
5	Contact Deans of HS and Counseling to set up Zoom meetings with faculty to give an overview of eLumen module	IP	New goal, Spring 2021
6	Provide HS and Counseling faculty with surveys to administer to students	IP	New goal, Spring 2021



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### Year End Committee Evaluation Report for Academic Year: April 2021

#### Part 1 Accomplished and In Progress Initiatives:

Update the initiatives this Committee has accomplished in the corresponding academic year. For Status, please indicate **C** (completed) or **IP** (in progress). Make recommendations for the upcoming academic year where appropriate, or referrals to other committees, as applicable.

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#	Initiative Undertaken, Achieved or In Progress	Status C or IP	Accomplishments/challenges/recommendations for this initiative
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			



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### Part 2 Unaccomplished Initiatives:

Identify the initiatives this Committee has undertaken in the Fall 2016 semester that were not accomplished, please state why, what the barrier(s) were along with any recommendations to overcome the barriers.

See details in the chart above

#	Unaccomplished Initiative /Goal	Why/what were the barriers?	Recommendations
1			
2			
3			
4			
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9			
10			



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## Committee Goals and Self-Assessment for Academic Year 2020-2021

### Part 3: Complete Self-Assessment Narrative:

#### Self-Assessment

- To what degree has the committee met its roles and responsibilities?
- How can the committee improve its effectiveness in meeting these roles and responsibilities?
- How effective was the committee in completing its initiatives?
- How might the committee improve its effectiveness in regard to completing initiatives?
- How effective was the committee in impacting student success?
- How might the committee improve its effectiveness in regard to impacting student success?
- What resources are needed to assist the committee in meeting its initiatives?

#### Recommendations

- Provide recommendations for changing the description or composition of the committee to achieve its initiatives addressed for next year.
- What topics should be addressed by the committee next year?
- Are there additional roles or responsibilities this committee should be addressing?
- What issues, initiatives, or work has the committee identified that other committees, service areas, and/or disciplines or Schools should address next year?