



Academic Senate & Subcommittee

Committee Goals and Self-Assessment for Academic Year 2022-2023

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: 2nd and 4th Wednesdays from 3:30 – 4:30 PM

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:

- Coordinator: LaNae Jaimez
- Counseling/Library: Nick Cittadino
- Health Science: Ginger Cain
- Liberal Arts: Chris McBride
- Math & Science: Dmitriy Zhiv
- Applied Technology & Business: *Brian Weathersby*
- Social & Behavioral Sciences: *Rachel Purdie*
- Ex Officio: Joseph Ryan (Dean of M&S), Andrew Wesley (Assessment Coordinator), David Williams

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 Fall 2022	Description for this Initiative / Goal
1	Support program faculty in Math & Science as they draft their reports	Attend school meetings, hold program Review office hours (flex events) and individual meetings throughout fall 2022 and spring 2023 as needed.
2	Complete committee review of remaining completed HS program reviews (Dance, EMT, Sport Medicine & Kinesiology)	Provide feedback from APR committee ASAP



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#	Initiative / Goal Spring 2023	Description for this Initiative / Goal
1	Meet with ATB to introduce APR process	Coordinate with Applied Technology & Business/dean attend school meeting to introduce APR process
2	Update student surveys for programs in ATB	Coordinate with R&P to make student surveys available. Student surveys will be sent to faculty no later than mid-spring 2023 so program faculty have time to solicit student input before they begin their reports in Fall 2023.
3	Provide feedback for reports in Math & Science in a timely fashion	New process (to be presented to Senate Spring 2023) allowing dean/VP feedback to occur simultaneously
4	Provide training for APR for ATB	Flex session, attending school meeting and individual meetings will be offered.
5	School of Liberal Arts Abridged APR	Meet with Dean and faculty to start the process.
6	School of Social and Behavioral Sciences Abridged APR	Was due in spring of 2022, will meet with dean and faculty to discuss plan to complete abridged APR.
7	Create templates for ATB program review in eLumen	Have all templates created by the end of the semester
8	Update word template to include tables	Add table to current word template

Mid-Year Committee Evaluation Report for Academic Year: December 2022/January 2023

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 Fall 2022	Status C or IP	Accomplishments/challenges for this initiative
1	Support program faculty in Math & Science as they draft their reports	IP	Support was provided at school and department meetings, flex event office hours and on an individual basis. Confirmed that 4 programs have entered information into eLumen.
2	Complete committee review of remaining completed HS program reviews (Dance, EMT, Sport Medicine & Kinesiology)	IP	Two programs have been reviewed by the APR Committee with one to be reviewed ASAP and EMT program review needs additional work.



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Year End Committee Evaluation Report for Academic Year: April 2022

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	Meet with ATB to introduce APR process	C	
2	Update student surveys for programs in ATB	C	
3	Provide feedback for reports in Math & Science in a timely fashion	IP	3 reviews to be approved by committee 5/11/23 2 reviews pending (Geology/Horticulture)
4	Provide training for APR for ATB	C	
5	School of Liberal Arts Abridged APR	IP	Due 6/5/23
6	School of Social and Behavioral Sciences Abridged APR	C	
7	Create templates for ATB program review in eLumen	IP	Will complete prior to May 2023
8	Update word template to include tables	C	
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Part 2 Unaccomplished Initiatives:

Identify the initiatives this Committee has undertaken in the Fall 2020 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	Review/revise Program Review template	Time constraints	Will review/update template fall 2023 for fall 2024 program reviews
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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?