

Academic Program Review

(Type Program Name Here)

Contributing Faculty:

(Type Names and Titles Here)

Component I: List of Degrees and Certificates

Degree (AA, AS, ADT)/ Certificate	Major Code	Certificate Code

Add rows as needed.

Component II: Course Review

[illegible]

Add rows as needed.

Courses should be reviewed at least every five years for articulation purposes.

Component III: Response to Previous Comprehensive Review

Review the goals from your last comprehensive review. Describe progress to date in a brief narrative. For example, which goals have been achieved, which have been modified, and which have been discontinued?

Component IV: Review of Statistical Data

Please cut and paste tables and graphs from Data Dashboard as supporting evidence within the reflective narrative questions.

1. What do enrollment, retention, and success trends tell you about your program?
2. What goals do you have in relation to your enrollment, retention, success, and completion trends? How do you plan to achieve your goals?
3. What strategies has your program implemented to attract a diverse range of students to your program and help them succeed?
4. Given your current demographic trends, what strategies do you intend to implement going forward?
5. Have budget allocations impacted your program positively or negatively since your last comprehensive review?
6. Have you been able to secure your program's needs through the budget development process? If not, explain how the budget development process can better support your program. Your budget may include district, school, and block grant funds such as Perkins.

Full-Time Equivalency Students, Faculty, Students/Faculty

1. Faculty members are sufficient in number and diversity to provide effective instruction.

Yes ☐ No ☐

2. Full-time and Part-time ratios meet college averages.

Yes ☐ No ☐

3. Full-time and Part-time ratio meets or exceeds AB 1725 Standards (75% Full-time/25% Part-time).

Yes ☐ No ☐

4. How does the full-time/part-time ratio affect your program?

Component V: Program Evaluation Criteria

Criterion 1: Student Learning Outcomes are identified and regularly assessed (Standard II A3).

1.1. What percentage of your program's courses have active Student Learning Outcomes?

1.2. What are your **program** learning outcomes? List below.

1.3. Describe your cycle of assessment, review, and revision of course and program Student Learning Outcomes. Describe involvement of full- and part-time faculty and program administrators.

1.4. How do you use SLO data to make decisions about your curriculum? Include examples.

Criterion 2: Program is responsive to changing conditions within the field.

- 2.1. Discipline changes are consistent with technological and scientific advances, and program coursework incorporates new developments in the field.

Yes ☐ No ☐

- 2.2. Faculty works with transfer institutions to ensure currency of course content and standards.

Yes ☐ No ☐

- 2.3. Faculty works with professionals in the field to ensure appropriateness of course content and standards.

Yes ☐ No ☐

- 2.4. Course curricula include issues relating to diversity and global awareness within student populations.

Yes ☐ No ☐

Please explain any *no* answers or add additional comments.

- 2.5 (Optional) Describe any program needs and plans related to your noncredit curricula. Indicate how these will be addressed in conjunction with the college's Continuing Education program.

Criterion 3: Enrollment planning leads to student success.

Rank each item on a scale from 5 (Excellent) to 1 (Needs Improvement); explain any 1 or 2 scores or add additional comments.

- 3.1 Changes have occurred in the number of course sections offered each semester in response to student demand.

3.2 Changes to schedule patterns (times, sequencing, etc.) are made to optimize student enrollment, course completion, and program completion.

3.3 Courses have been articulated with feeder and transfer institutions.

3.4 The transfer patterns of students in the program are in line with the college totals.

3.5 Assess the level of need for this program in the community we serve and among different student populations.

(Optional) Criterion 4: Faculty members are engaged in continuing professional development.

4.1 Faculty members are involved in professional organizations, publishing of papers/books, artistic productions, and other scholarly works.

4.2 Have faculty members have received honors, awards, grants in support of program curricula? Describe below.

4.3 Describe how your faculty is using Professional Development activities and how the program benefits.

4.4 Describe how faculty publishing and participation in professional organizations is benefiting the discipline.

Criterion 5: External Support is in place for career and technical programs.

5	4	3	2	1		Excellent 5 4 3 2 1 Needs Improvement
						Program Advisory Committee
					5.1	a) Meets at least once a year with a minimum of five dedicated industry advisors providing input.
						b) Reviews and approves curriculum outlines, learning objectives, and major equipment.
						c) Confirms local labor market need for continuance of program.
						Other Accreditation/Certifying Agency Involvement (if any)
					5.2	a) Program has received full accreditation/certification in _____ (year).
						b) No major negative findings were received in the last program accreditation/certification.
						c) Accreditation/certification recommendations have been implemented.
						Local Industry Support
					5.3	a) Industry provides equipment, supplies, and/or guest lecturers to program.
						b) Industry provides student scholarships.
						c) Industry provides mentoring to program students.
						d) Industry provides cooperative education/work experience placements for students in the program.
						e) Industry hires graduates who have completed degrees/certificates in this program.
						Program Articulation
					5.4	a) Program has 2+2 articulation agreement(s) with feeder schools.
						b) Program has transfer agreement(s) with local four-year colleges/universities.

Explain any 1 or 2 scores or add additional comments.

Component VI: Action Steps

Component VI is completed using a separate, online form. Please complete the form **for each action step** you are updating or establishing as part of this comprehensive program review. Your action steps should support unit and program goals and outcomes, the college mission and/or the 2016-2019 Strategic Plan and be based in a review of data and resource needs. Click [here](#) to complete the form for the [2016-2017 New and Ongoing Action Steps for Annual Program Review](#). If you wish to document an action step that is completed or discontinued, complete the form for [2016-2017 Completed or Discontinued Action Steps](#) by clicking [here](#).