2022-23 Program Review Cycle Reflection

Prepared by the PBC Program Review Work Group
December 16, 2022

Fall 2022 Program Review by the numbers…

27 Comprehensive Program Reviews

- 13 instructional
- 13 student services
- 1   administrative services

✓ Supervisors provided feedback in a timely manner (improved from last year)
✓ Peer Review for all organized by IPC, SSPC and the President's Office

21 Annual Updates

- 9 instructional
- 9 student services
- 3 administrative services

Fall 2022 Program Review by the numbers…

34 Personnel Resource Requests

- ✓ PBC led all-governance meeting to hear presentations in November (improved from last year)
- ✓ Academic & Classified Senate submitted their priorities to President Lopez in December
- ✓ President notified campus of approved positions on January 4, 2023. Ten new positions and three temporary, one-time positions were approved.

125 Non-Personnel Resource Requests

- ✓ Divisions prioritizing non-personnel resource requests by early February
- ✓ PBC to certify prioritization process on March 15, 2023

We got very helpful feedback

- 33 survey respondents
- Feedback from IPC peer review participants
- Feedback from SSPC on January 25

Having specific dates helped…

2022-2023 Program Review Schedule

August 1 – Improve and Data Dashboards open
August Flex Day – PR Training – special invite for everyone up for comprehensive and all supervisors
September & October Divisions/Department Meetings – Divisions or departments discuss program reviews at monthly meetings
October 17 & 24 – Deans and VPs review and complete feedback for all program review materials at Cabinet meetings.
November 9 – SSPC Feedback, 2:00 - 4:00 p.m. ([join here](#))
November 10 - President's Office Program Review Peer Review Group Feedback ([open to all](#))
November 16 & 17 – PBC Hosts Position Presentations
November 18 – IPC Feedback 9:30 - 11:30 a.m. ([join here](#))
December 8 – Senates Do Position Prioritizations
February Division/Department Meetings – Divisions/departments meet to prioritize non-personnel resource requests
February 3 – Counseling/VPSS Office/Enrollment Services Department Meetings to prioritize non-personnel requests
March 15 – PBC receives and certifies non-personnel resource request prioritizations
March 17 – IPC Instructional Program Review Presentations

We recommend:

- ✓ Updating these dates for next year
- ✓ Encouraging programs to work with PRIE as early as possible to consider their data and make custom data requests
- ✓ Add more time between supervisor feedback and the final submittal

Improve communication

Make the Program Review website more user-friendly

- Make it easier to find the Nuventive/Improve login
- Provide excellent examples of Comprehensive Program Reviews, Annual Updates, SLO's and SAO's that others can refer to
- Be clear that programs should collaborate in a Google or Word doc and then paste and upload information into Nuventive/Improve
- Provide the schedule for all program review trainings and how to schedule 1:1 help sessions with PRIE and the Faculty Teaching & Learning Coordinator(s)

Improve questionnaires

- Modify **instructional** comprehensive program review questions slightly to improve clarity, reduce duplication, and be clearer as to program goals and related action plans
- Implement the new **student services** questionnaire adopted by SSPC in May, 2022 and consider additional changes. Be sure to number the questions in the Word/Google templates.
- Update the **administrative** services questionnaire and what is expected in terms of service area outcomes (SAOs)

Clearly address ACCJC feedback

- By re-incorporating places for programs to ensure all program reviews include meaningful "**action plans**" to improve student access and success.

Goal Description: Revise Environmental Science AS Degree

The current AS degree was designed prior to the approval of our ENVS AS-T, and now the two degrees are redundant.   The new ENVS AS degree will have slightly fewer required science courses and more skill-based electives. The degree will be designed to facilitate transfer to our local CSU ENVS programs, some of which require fewer classes than indicated on the ENVS AS-T. As noted in section 3 of our program plan, there is a need in California (and our local area in particular) for workers with 4-year degrees in ENVS. Further, (as noted in section 7 of our program plan), our ENVS AS-T and ENVS AS degrees may be able to help "catch" students who do not persist in some of the other STEM fields.   This objective will be completed when we launch a revised ENVS AS degree.

Goal Status: 2 - Continuing (PR)
Relevant Program Review Cycle:
Estimated Start Date:
Estimated Completion Date:
Who's Responsible for this Goal?: Susan Mahoney
Please select the college goals with which your program goal aligns.: Student Completion/Success - Provide educational and student services programs that highlight inclusivity, diversity, and equity in their mission to help students meet their unique educational goals and minimize logistical and financial barriers to success., Community Connections - Build and strengthen collaborative relationships and partnerships that support the needs of, reflect, and enrich our diverse and vibrant local community.
Please select the college strategic initiatives with which your program goal aligns.: Develop Clear Pathways, Improve Student Completion, Partner with 4-Year Colleges and Universities, Implement Guided Pathways, Implement Guided Pathways

Action Plans

2019-2020 - 1. Review 3 or more local CSU ENVS program degree requirements.
2. Develop curriculum outline for the degree.
3. Input into Curricunet and go through the curriculum review process.
4. Work with articulation officer to submit to state. (Active)

Who's Responsible for Completing this Action Plan?: Susan Mahoney
Estimated Completion Date: Fall 2021

2019-2020 - Consider developing a reassign time request to complete program objectives 1-5. Several of these objectives have languished for years due to lack of time. (Active)

Who's Responsible for Completing this Action Plan?:
Estimated Completion Date:

Psychology - Goals and Resource Requests

Goals

Goal Status
2 - Continuing (PR)

Goal Title
Enhanced and enrich student learning experience

Goal Description
Objective: Research in Psychology
Provide enriched methods of supporting Student Learning Outcomes related to research and scientific methods included in several psychology courses (PSYC 100, PSYC 300, PSYC 205) by having access to statistics programs and online survey programs.

Program Review Cycle When the Goal Begins
2022 - 2023

Who's Responsible for this Goal?
Faculty within the Social Sciences and relevant administration

Mapping
- CAN College Goals: (X - Selected)

CAN College Goals

- Accessible Infrastructure and Innovation: X
- Equity-Minded and Antiracist College Culture: X
- Student Access, Success and Completion: X

Improve Improve!!

- Supervisor feedback form to save work in Nuventive!
- Ensure program goals and related action plans are clear in Nuventive and flow smoothly from program reflections.
- Clearer labeling and flow of resource request form(s)
- Remove redundancy where possible
- Improve entry of personnel vs. non-personnel requests
- Improve downloads of files so they are complete and the last updated version

We are improving our culture of self-assessment and continuous improvement!

- All programs are up-dating their Student Learning Outcomes or Service Area Outcomes
- All programs will assess on a regular, timely basis
- Reflections on 3 years worth of assessments will allow all programs to get a better sense of the impact of their improvement efforts on student experiences