



# ACCREDITATION EVIDENCE

**Title:** Program Review Process and Time line

**Evidence Type:** Clear

**Date:** Academic Year 2020-2021

**WAN:** 22-0372

**Classification:** Resource

**PII:** No

**Redacted:** No



# *Program Review*

2021-2022



# *Program Review Policy*

- Board Policy 2140A

## *PROGRAM REVIEW*

In order to ensure program quality and effective stewardship of resources, the College shall conduct regular reviews of all of its academic programs, designated academic support areas and student services. These reviews provide programs a design testing platform that encourages the strengthening of program resiliency through continuous improvement strategies. The aggregation of multiple review cycles based on this principle ensures the sustainability of the College over the long term. Emphasis is placed on developing the self-evaluation capacity of programs so that organizational learning intelligently informs continuous improvement and encourages growing alignment and integration of assessment processes. This policy is established to clarify the objectives for program review and the procedure to be followed in program review.

# Programs Undergoing Review

## Academic Programs

- Automotive
- Diesel/Heavy Equipment
- Exercise Science
- Visual Arts
- Computer Science
- BIS

Each of the following program, curricular and co-curricular, will be reviewed utilizing an approved template based on the following schedule:

- Those awarding Bachelor of Applied Science (BAS), Associate of Applied Science (AAS) and Associate of Nursing (ADN) degrees will be reviewed once every five years.
- Those awarding Associate of Art (AA) or Associate of Science (AS) degrees will be reviewed once every seven years. \*

*\*programs that award degrees from both areas (for example AA & AAS) shall be reviewed every five years.*

## Academic Support/ Student Service Programs

- High School Dual/Concurrent
- Mustang Success & Recruitment
- Protective Services
- Community Relations
- Residence Life/Housing

- Designated academic support programs shall be reviewed every seven years.
- Designated student services programs shall be reviewed every seven years.
- All newly approved programs shall be reviewed at the end of their third year. In addition to adhering to all of the review procedures outlined in this policy, a determination will be made if the program is to be continued or discontinued. Programs that are continued will be placed on the appropriate schedule for their next review.

*Run with the Mustangs!*



# Evaluators

A program review schedule detailing when each program is required to complete their review shall be established by the Institutional Effectiveness office. This schedule will only be altered under exigent circumstances and with the approval of the Western Leadership Council. Specialized accreditation processes may supplement, but do not substitute for program reviews.

Each program shall be reviewed by two internal evaluators and one external evaluator. It is the responsibility of the program to identify the evaluators and coordinate time adequate to review the entirety of the program.

Guidelines for identifying the evaluators are as follows:

- Internal evaluator 1: A staff or faculty member from any department or discipline who can serve as an objective third party.
- Internal evaluator 2: A staff or faculty member who is not employed in the program but who works closely with the program under review.
- External evaluator 1: A staff or faculty member who is not a full-time employee of the College and has experience or education in the discipline or a similar field.

# *Program Review Sections*

- Program Purpose
- Curriculum
- Faculty
- Continuous Improvement
- Evidence
- Planning for the Future
- Strengths and Limitations
- Resource Adequacy
- Organizational Impact

# *Academic Program Review Data*

*Provided to the Program by the Office of Institutional Effectiveness*

- Five Year Enrollment
- Current Enrollment
- Three Year Course Offerings
- Faculty Credit Hour Allocation
- Number of Credit Hours and Courses

Western's Planning Management System

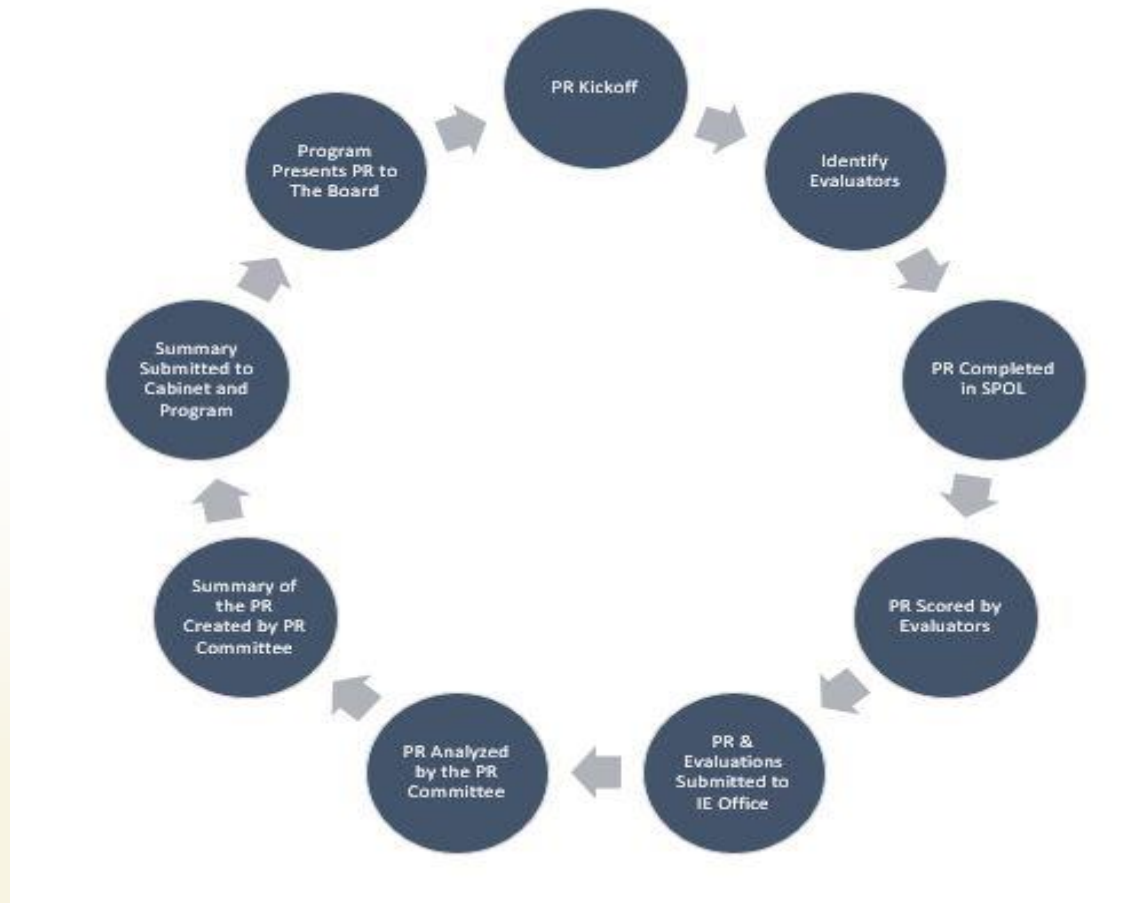
*SPOL: Strategic Planning Online  
Assessment and Program Review*

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# Program Review Cycle



*Run with the Mustangs!*

# Program Review Cycle Deadlines

