NAME OF COMMITTEE	**PROGRAM REVIEW COMMITTEE (PRC) {bc_prc@bakersfieldcollege.edu}**
COMMITTEE TYPE	Standing Committee
COMMITTEE CHARGE	In support of the College's Mission and Institutional Learning Outcomes, the Program Review Committee (PRC) facilitates a the following: a transparent, and broad, annual, and systematic self-assessment of institutional effectiveness; and budget planning for instructional, student services, administrative, and operational areas. PRC provides feedback and training related to the program review process. The committee contributes to the "Closing the Loop" document by disseminating resource allocation requests to responsible committees and by improving our own processes. PRC advises on the inclusion of new programs into the Program Review process. The committee communicates out to the campus and the community at large. PRC reports monthly to Academic Senate and annually to College Council and Administrative Council at their last meetings of the calendar year. Committee members will: ■ Attend meetings regularly. ■ Participate in committee training. ■ Provide training for programs undergoing Program Review. ■ Review each program's document verify the validity and provide constructive feedback, and complete the forms associated with the Program Review process and purpose. ■ Evaluate the processes used for Program Review annually and modify as needed to meet the institution's needs. ■ Participate in the Accreditation Process. ■ Prepare summary reports for submission to the President, College Council, and Academic Senate and Academic Senate President.
SCOPE OF AUTHORITY	Program Review recommendations will be a primary source of information to develop institutional planning as related to enhancing student learning and administrative unit outcomes.
REPORTS TO	Academic Senate & College Council, & Administration Council
COMMUNICATES WITH	College President, the Curriculum, Assessment, Accreditation & Institutional Quality, ISIT, Facilities & Sustainability, Budget, and Professional Development Committees, Faculty Chairs & Directors Council, and the community at large.

MEMBERSHIP	The Program Review Committee (PRC) will have one faculty co-chair and one administrative co-chair, and one classified co-chair
	Committee composition will include faculty appointed by the Academic Senate with representation from each of the instructional departments as well as liaison from the Curriculum and Assessment Committees, and a representative from the Faculty Chairs/Directors Council (FCDC).
	Up to 4 classified staff appointed by CSEA. CSEA recommends the following representation:
	1 Student Affairs
	1 Instructional
	1 Administrative FAS
	1 CSEA president or designee
	Up to 4 administrators appointed by the College President. The committee recommends the following representation:
	1 Student Affairs
	1 Instructional
	1 FAS
	1 At Large
	Institutional Research Representative (ex-officio)
	1 student representative appointed by the Student Government Association (SGA).
	This will achieve the ideal composition of at least 50% faculty and no more than 25% each of classified staff and administrators. If the Academic Senate deems more (or fewer) faculty are necessary to the operation of the committee, the composition percentage must apply and classified, and administrative membership adjusted accordingly. Training in program review will be provided for committee members.
	Members are encouraged to serve for a term of at least three years and may serve more than one term.

| ALIGNMENT WITH ACCREDITATION | Institutional Mission and Effectiveness: 1.2, 1.3, 1.4, 1.5
Student Success: 2.9
Infrastructure and Resources: 3.8, 3.9

1.2. The institution establishes meaningful and ambitious goals for institutional improvement, innovation, and equitable student outcomes.

1.3. The institution holds itself accountable for achieving its mission and goals and regularly reviews relevant, meaningfully disaggregated data to evaluate its progress and inform plans for continued improvement and innovation.

1.4. The institution's mission directs resource allocation, innovation, and continuous quality improvement through ongoing systematic planning and evaluation of programs and services.

1.5. The institution regularly communicates progress toward achieving its mission and goals with internal and external stakeholders in order to promote understanding of institutional strengths, priorities, and areas for continued improvement.

2.9. The institution conducts systematic review and assessment to ensure the quality of its academic, learning support, and student services programs and implement improvements and innovations in support of equitable student achievement.

3.8. The institution constructs and maintains physical resources to support and sustain educational services and operational functions. The institution ensures safe and effective physical resources at all locations where it offers instruction, student services, and/or learning supports.

3.9. The institution implements, enhances, and secures its technology resources to support and sustain educational services and operational functions. The institution clearly communicates requirements for the safe and appropriate use of technology to students and employees and employs effective protocols for network and data security. |

Revision Approved by the Academic Senate 02-13-13; Draft, August 26, 2014 October 24, 2016; October 10, 2018; September 18, 2019; October, 2020; October 2022; September 2023;