Program Review

Summary Report 2020-21 Cycle

Prepared by the Program Review Committee

Presented to College Council

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Purpose of the Annual Report

To summarize themes and trends among the 106 program reviews:

- Annual Updates Instruction 51 out of 63

- Annual Updates Non-Instruction 32 out of a possible 43

  - Includes, Administrative, Student and Academic Affairs areas.

- Total 83 out of 106 possible completed.

Facilitating the Resource Allocation Process

- To provide information to help decision-making bodies

    - **Classified Position Requests = 17**
    - **Faculty Position Requests = 45**
    - **Facilities Requests = 43 (about 10 work orders)**
    - **ISIT Tech Requests = 79**
    - **Other Equip Requests = 10**
    - **Budget Development Forms Completed = 17**

Submission Trends:

- Over the past several Program Review cycles, the number of programs included in the Program Review process has increased:

  - 2016-17 108 programs: 96% submitted
  - 2017-18 112 programs: 97% submitted
  - 2018-19 119 programs: 86% submitted
  - 2019-20 85 programs: 88% submitted
  - 2020-21 83 programs: 78% submitted

  Why turn in your program review?

Observations
Program Review as an Agent for Change

- Opportunity to promote educational excellence.

- Improve instruction and services to students.

- Integrate systems between committees and initiatives.

- Feedback is a two-way street for improvement, which leads to greater potential for resources.

- eLumen has helped to create a more accessible and meaningful program review process.

- Accreditation
  - Program Review, resource requests, and budgeting
  - Strategic Directions
  - Closing the loop
  - CCCC Vision for Success

Changes to the 2020 cycle

- Program Review was available in eLumen to all programs April 1, 2020

- List of programs was more conclusive this year in eLumen

- Four program review initiative types:
  - Instructional
  - Non-Instructional
  - Hybrid
  - 3 Year Comprehensive

- Created Resource Requests and Assessment of Technology as separate initiatives

Changes to the 2020 cycle

- Refined and reformatted questions
  - Goals
  - Assessment
  - Program reflection

- Reformatted eLumen feedback section
  - Gave relevant and constructive feedback to help programs

- Incorporated Program Mapper check

- KCCD Data in Tableau

Trends

- Drop in total number of submissions concerning
  - This includes a drop in resource requests, which may have been driven by COVID-19

- Rise in number of late submissions
  - Opportunities to address resource needs lost
  - Some wrote over their 2019-20 cycles

- Some goals are still reading as resource requests
  - Goals should reflect stated challenges
  - Goals should be student or campus centered, not resource centered
  - Resources should tie to a need, goal, challenge, or show justification

- What to do with data, disproportionate impact and equity is still an issue

- New Tableau trend data not used as effectively as it could have been to analyze programs

Trends

- Many program reviews were effective, and many programs took advantage of creating a narrative around their data

- Positive feedback on the process in eLumen

- Well-established goals were apparent

- Programs used feedback from last year to improve their processes

- AUOs were better developed and aligned to the Institutional Learning Outcomes

- Conclusions were better drafted

Proposed Charter for 2021-22 Cycle

Proposed Mission: In support of Bakersfield College (BC)'s Mission and Institutional Learning Outcomes, the Program Review Committee (PRC) facilitates a transparent and broad annual, systematic self-assessment of institutional effectiveness and budget planning for instructional, student services, administrative, and operational areas. PRC provides feedback and training related to program review and readiness.

- The committee contributes to "Closing of the Loop" 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 community the readiness of our programs to support Bakersfield College students (Renegades).
- PRC reports monthly to Academic Senate and annually to College Council and Administrative Council at their last meetings of the calendar year.

Proposed Charter for 2021-22 Cycle

<u>Proposed Vision</u>: Program Review success is reflected in each program, department, and supporting activity being Renegade-Ready and models student readiness for other colleges and organizations. Renegade-Ready means all support services, and activities – from admissions, to the business office, to the classroom, and even campus security – intentionally facilitate students' progressive advancement toward college completion and positive post-college outcomes. Renegade-Ready demonstrates a commitment not only to student achievement, but also to organizational learning, institutional improvement, and racial equity and diversity – encouraging a holistic approach to leadership and empowerment for all BC.*

*Vision adapted from Becoming a Student-Ready College: A New Culture of Leadership for Student Success *(Jossey-Bass, 2016) by Tia Brown McNair, Susan Albertine, Michelle Asha Cooper, Nicole McDonald, and Thomas Major, Jr*.

Planning for the 2021-22 Cycle

- Initiatives ready to campus world by March 1 for 2021-22 cycle

- Create a process for programs to check off to PRC that they have received notification that their program review is ready

- Create a Canvas shell for Program Review
  - Modules to onboard new PRC members
  - Modules to train Program Review editors. Easy training for first timers…
  - Glossary of terms
  - Downloadable initiatives to work on – and get early feedback

- Program Review rubric

- Improve Equity and add Accessibility prompt

- Zoom training during department meetings in spring

- Workshops:
  - department specific eLumen/Program Review
  - Data/Tableau
  - Administrative Unit Outcomes

Planning for the 2021-22 Cycle

Programming and Planning a Better BC!

The work continues…

Our commitment to improve will lead us into a better process in eLumen for the 2021 cycle!

We will continue our work to be transparent and steer us in a positive direction to benefit future generations to come at Bakersfield College.