

Committee/Council/Senate Report



Committee - Institutional Program Review

Purpose Statement: The purpose of the Institutional Program Review Committee:

1. Make recommendations to District Governance Senate on policies and procedures related to program review.
2. Develop the program review template, ensuring alignment with the District mission, accreditation standards, and district planning.
3. Conduct annual assessments of its own processes.

Membership: Jonna Schengel-Co-Chair, Administration

Thea Trimble - Co-Chair, Faculty

James McDonnell - Faculty

Jessica Morrison - Administration, Student Services

Nick Terry - Classified

Catherine McGuire - Classified

Ahsen Baig - Classified

Dali Ozturk - Director, Resource, Planning, & Effectiveness

Brenden Stevens - student representative

Initiatives	Evaluations	Results	Actions
2016-2017 Educate District Councils/Committees - 2016-2017 Educate district councils/committees on the purpose and value of PR in guiding continuous improvement. Initiative Status: Active Academic Year: 2016 - 2017 Start Date: 09/06/2016	Directly related to Outcome	Report Type: End-of-Year Result: Carried Forward PR Training was reformatted to include 5 different levels of training: PR 1 - Overview: Who, What, Where, When, Why PR 2 - Logistics: How to enter PR into Trac Dat PR 3 - PR Data Analysis (SAO and SLO) PR 4 - Editing: How to use PR Audit to improve PR PR 5 - Outcomes and Assessment/SLO - how to link in PR	Action: PR Training Spring 2017 - included 14 different training sessions; provided on all 3 campuses. Canvas shell for PR materials created with videos, ppt and resources housed so that it is available to all PR units, committees and councils. (05/02/2017)
2016-2017 Educate in best practices - Educate District PR units in best practices for program/unit data analysis. Initiative Status: Active	Directly related to Outcome	Training was completed in Spring 2017; will be repeated again in Fall 2017. (05/02/2017)	Action: 5 levels of PR Training sessions were provided during Spring 2017 with specific training in how to utilize data to support conclusions and plans.

Initiatives	Evaluations	Results	Actions
Academic Year: 2016 - 2017 Start Date: 09/06/2016	Directly related to Outcome	<p>agreed that units used data to support conclusions and plans. Need for training on how to use data to support actions has been noted and added to Spring 2017 PR Training sessions.</p> <p>PR Survey: Reviewed 129 program review surveys from participants (16% admin; 34% faculty; 20% adjunct; 29% classified; 1% other. 85% agreed that the PR process was easy to follow; 40% noted it required considerable effort to complete; 83% agrees it was beneficial to their program. Highlights from the survey noted that the PR training is very helpful but having training with more specific topics was recommended. (05/02/2017)</p>	(05/02/2017)
2016.2017 PR Training - Provide ongoing PR Training to all units Initiative Status: Active Academic Year: 2016 - 2017	Directly related to Outcome	<p>Report Type: End-of-Year Result: Carried Forward</p> <p>14 different PR training sessions were provided in Spring 2017; training was provided on all 3 campuses. Surveys regarding training will be sent out to get feedback. This information will be used to further develop PR Training in Fall 2017. (05/02/2017)</p>	<p>Action: PR Training provided in Spring and Fall 2017; included 5 different levels of training. (05/02/2017)</p>
2016.2017 Joint Meeting: IPRC, IPEC, Budget Committee - Facilitate joint meeting with IPRC, IPEC, Budget Committee to improve processes and work of each committee. Initiative Status: Active Academic Year: 2016 - 2017 Start Date: 09/06/2016	Directly related to Outcome	<p>Report Type: End-of-Year Result: Carried Forward</p> <p>Combined meeting of IPEC, IPRC and Budget Committee was held on May 1, 2017. (05/02/2017)</p> <p>Related Documents: IPRC Minutes 5.1.17 Unapproved.docx IPEC_IPRC_Budget Meeting Sign in pg 2 2017.pdf IPEC_IPRC_Budget Meeting Sign in pg 1 2017.pdf</p>	<p>Action: Combined committees reviewed Planning Timelines, Institutional Planning calendar and discussed how to better report in TracDat which ACTION items in PR have been funded, but have not yet completed their assessment cycle. Tracdat Work Group has been asked to consult so that PR reports do not pull previously funded ACTION items forward. (05/02/2017)</p>