

Program Review Committee Operating Agreement

Purpose:

- Systematically assess instructional programs, student support services and administrative services using quantitative, qualitative, and student learning data for the purpose of:
 - ✓ demonstrating, improving and communicating program effectiveness
 - ✓ identifying program strengths and emerging trends
 - ✓ facilitating improvements through substantiated goals
- Assess the level to which programs and services effectively support the College mission and strategic plan
- Inform curriculum, college planning, decision-making, and resource allocation
- Promote collaboration and dialogue across campuses and disciplines
- Conduct systematic review of the SLO process to ensure sustained and continuous quality improvement

Jurisdiction:

The Program Review Committee is a committee of the Academic Senate that contributes to/oversees functions at the campus of Reedley College.

Product:

Product is program review reports which include SLO assessment reports and program goals.

Composition:

- Faculty Chair, appointed by college president and Academic Senate (two-year term)
- College President (ex-officio)
- Institutional Researcher (standing member)
- Academic Senate President or Designee (standing member)
- RC Administrator, appointed by president (two-year term)
- MCCC Administrator, appointed by president (two-year term)
- Program Area Dean (ex-officio)
- Curriculum Chair (ex-officio)
- SLO Coordinator, appointed by college president and Academic Senate (two-year term)
- RC Faculty Representative, appointed by Academic Senate (two-year term)
- MCCC Faculty Representative, appointed by Academic Senate (two-year term)
- Faculty Representative, appointed by Budget Committee (two-year term)
- Faculty Representative, appointed by College Council (two-year term)

- CTE Representative, appointed by Academic Senate (two-year term)
- Student Services/Auxiliary Representative, appointed by Academic Senate (two-year term)
- Student Services/Auxiliary Representative, appointed by Academic Senate (two-year term)
- Classified Representative, appointed by CSEA (two-year term)
- Classified Representative, appointed by Classified Senate (two-year term)
- Student Representative, appointed by ASG (one-year term)
- Student Representative, appointed by ASG (one-year term)

Meetings Schedule:

Meetings are scheduled every first and third Friday of the month as needed, 12:00-2:00pm.

Quorum:

Quorum is simple majority of membership of the committee. Proxies submitted electronically may be considered in quorum count. Decisions are made by consensus.

Operating Procedures

1. The Program Review Chair communicates with and guides programs, retrieves program review reports from deans/managers, prepares meeting agendas, forwards program review reports to committee members, and presents program summaries to College Council.
2. All notes for the Program Review Committee are electronically archived.
3. All activities are in accordance with district policies and guidance.

Reedley College Strategic Directions:

1. Excellence in Education
 - a. Instructional Services
 - b. Student Support
2. Institutional Effectiveness
 - a. Foster Student Success
 - b. Build and maintain facilities
 - c. Engage in collaborative and integrated planning
 - d. Intentionally pursue inclusion
 - e. Maximize resources (financial and other)

4. Accreditation of Madera Community College Center

Subcommittees:

None