

Program Review

Goals

At Cloud County Community College, Program Review, Planning and Development allows program faculty and staff to lead a purposeful and continuous cycle of improvement through two related processes: Comprehensive Program Review and Annual Program Review. Both the comprehensive and annual processes are integral parts of an overall institutional evaluation, planning and development process with the following goals to:

- Ensure that all programs remain focused on student success and serving the needs of the community;
- Increase coherence of all program development and apply continuous quality improvement;
- Enhance the quality of all programs by assessing program strengths and challenges;
- Align a program needs and campus priorities with the planning and budget process; and
- Ensure that program priorities are consistent with the college's mission and strategic plan.

Both the Comprehensive Program Review and the Annual Program Review begin with reflection of program data provided by the Director of Assessment, Institutional Effectiveness and Planning (AIEP). Programs are encouraged to include other relevant data as part of this reflection. In both processes, program Faculty/staff write narrative components that include progress on action plans, significant student learning outcome assessment findings, external constituency and significant trends, and self-assessment of program vitality.

The process also includes establishing and updating program goals and plans of action, along with fiscal resource requests and adjustments. Every three years, as part of the Comprehensive Program Review, programs also include additional reflections on student success, student learning outcomes, faculty success, as well as curriculum and mission alignment.

Annual Program Review

Every program, academic and co-curricular, completes an annual review focusing on how programs carry out the mission of the college and their own program mission in relation to the strategic plan of the college. In the annual review, significant findings regarding student learning outcomes (SLO) are evaluated as well as other program measures of student success. Faculty and staff involvement for enhancing programs is documented. These findings determine the vitality of each program, annual budgetary needs, overall health of programs and plans for the future academic year. Annual Program Reviews are due December 13 of each year and will review data from the previous academic year. Zero-based budgets (ZBB), submitted in late spring of every year, must be tied to the program outcomes and the strategic plan. The respective dean and vice-president review annual program reviews and ZBB requests and their response is used by the programs as part of the next planning and development cycle.

Comprehensive Program Review

Every three years, on a rotating schedule (in Program Review Handbook), each program completes a Comprehensive Program Review. The purpose of the comprehensive review is to evaluate trends and look at programs and their role in the institution in a more holistic fashion. The review of three years'-worth of data allows programs to reflect on the successes and opportunities for improvement. Comprehensive Reviews due March 13 of each year are reviewed and evaluated by the Assessment Committee to provide feedback. The dean and vice-president of the program complete a summative assessment report to include vitality assessment. The President reviews the summative assessment reports and presents these to the Board of Trustees at the end of the academic year.