



Pima County Community College District Administrative Procedure

<i>AP Title:</i>	Program Review
<i>AP Number:</i>	AP 3.25.05
<i>Adoption Date:</i>	8/15/00
<i>Schedule for Review & Update:</i>	Every four years
<i>Review Date(s):</i>	4/30/14, 5/1/17, 9/1/20
<i>Revision Date(s):</i>	4/30/14, 5/1/17, 1/13/21
<i>Sponsoring Unit/Department:</i>	Office of the Provost
<i>Policy Title(s) & No(s).</i>	Curriculum, BP 3.25
<i>Legal Reference:</i>	
<i>Cross Reference:</i>	

PURPOSE

Program Review is the overall evaluation of the program. This evaluation includes determining the viability of the program and addresses student learning outcomes (SLO). The process ensures that programs are of high quality, demonstrate continued improvement, and respond to the needs of the students, industry, and the community. The review contributes to the district planning processes by informing budget decisions, faculty and staff levels, facility changes, and equipment needs.

This Administrative Procedure sets forth the program review processes. All programs will undergo a full review every four years.

SECTION 1: Definitions

A “program” is defined as a group of specific courses and requirements that culminate in a degree or certificate. All degrees and certificates are posted on the College website.

SECTION 2: The Review Process

The Office of Academic Quality Improvement (AQI) is responsible for coordinating and facilitating the annual program review process. The process involves faculty, staff, and administrators collaborating in the preparation of a self-assessment document and improvement plan.

Data provided may include, as appropriate

- Completion/Graduation
- Cost
- Enrollment
- Labor market data
- Persistence
- Retention

Other aspects may include, but are not limited to:

- Advisory committee recommendations
- Articulation Task Force (ATF) recommendations
- Program's contribution to the educational master plan
- Selective admissions criteria
- Student learning outcomes
- Third party accreditation status

SECTION 3: Results

The college's program review process may result in one or more of the following:

- Documented improvement plan
- Funding provided
- Funding withheld
- Inactivation
- Program mergers