

IEC Ongoing Considerations and Priorities

Task	Status
<p>1. Committee Process/Procedures</p> <ul style="list-style-type: none"> • Update purposes and procedures as needed and resubmit to Academic Senate and Administrative Council: <ul style="list-style-type: none"> ○ Complete Senate Proposal Change for committees to amend process and procedures. Members agreed on a name change, possibly to 'Program Review Committee'. ○ Determine whether or not IEC wants to use liaisons and ensure our procedure document reflects our practice ○ Ensure accreditation is part of committee charge ○ Consider the committee(s) to which our recommendations are provided and why (FCDC for staffing, new budget committee?) – is it necessary to provide these to Curriculum as stated in our procedures ○ Define Program Review – Organizational structures and service areas? ○ President response to Programs? • Consider programs on the schedule – additions or subtractions (i.e. Work Experience)? Revise PR calendar. Include Athletics. • CurricUNET • If curriculum review was not completed, what happens to PR? 	
<p>2. Committee Focus</p> <ul style="list-style-type: none"> • SGA mentioned addition of a student member – Co-Chair Diana Kelly followed up with email to SGA President, Lisa English • Spend time at each meeting evaluating and discussing process • Focus on ways to improve our process • How should we prioritize program reviews in progress? 	✓
<p>3. Program Review Results</p> <ul style="list-style-type: none"> • Prioritize recommendations more clearly • Demonstrate tangible changes based on Program Review • Share success stories institution-wide • What is the incentive for completing Program Review? <ul style="list-style-type: none"> ○ What is the program achieving? ○ What is the institution achieving? 	
<p>4. Integration of Program Review with Other Planning Processes & Decision Making</p> <ul style="list-style-type: none"> • Coordinate assessment, curriculum and IEC as we all look at outcomes • Consider IEC coordination with the new budget committee to more firmly link to budget processes • Are program reviews used when discretionary dollars are available, when cuts must be made? • Is the Educational Master Plan connected to Program Review? • How is the unit plan connected? • Do results of the Decision Making Task Force affect process of IEC? 	

5. Program Process During Program Review

- Include more constituent groups in the process – ask all to participate in training, process and evaluation?
- State materials suggested some vocational programs include members of their advisory committee(s) in their program review

6. Program Review Form / Data

- Look at duplication in our forms as we review
- Encourage departments to analyze data, not just collect and report
- Emphasize procuring data to show improvement to under-represented groups
- Encourage use of trend data over time
- Qualitative data should be given equal or greater attention
- Focus on basic skills students in each program where appropriate
- Add evaluation component as last question on documents – consider the best wording for questions – or online evaluation following submission of documents – either way, make it a regular part of process?
- Accreditation Standard III: Resources
 - Integrates _____ planning with institutional planning (driven by educational planning)
 - Human Resources
 - Physical Resources
 - Technology
 - Financial
- Distance Education and Correspondence Education – Accreditation looking at all aspects – Do we need more information in PR?
 - Student access
 - Admission, orientation, registration, counseling/advising, financial aid
 - Tutoring, library and learning support
 - Graduation applications, transcript requests, student survey collection and analysis
 - Align with District/College/Program mission
 - Student achievement data in DE/CE courses compared to face-to-face
 - Analyze achievement data and use to plan and implement improvements
- Replace Appendix A with program level assessment form in use by assessment?