

# Program Review Process Comment Report May 2011

12. Strengths of College of Marin's program review planning process are:

The template for the instructional program reviews.

12. Strengths of College of Marin's program review planning process are:

Sets a road map to program review and planning.

12. Strengths of College of Marin's program review planning process are:

There is still too much budget control/allocation OUTSIDE the participatory process (the decision to reduce Summer Session 2011 offerings to 50% for example was made without any participatory governance input).

12. Strengths of College of Marin's program review planning process are:

I couldn't say because I am not familiar with the process.

12. Strengths of College of Marin's program review planning process are:

There have been no responses to our previous program reviews. Unit allocation and budget decisions are not made based on the PRs.

12. Strengths of College of Marin's program review planning process are:

Our program review process is linked to resource allocation clearly. However, it is not clear if it is linked to program improvement. There is no evidence of it!

12. Strengths of College of Marin's program review planning process are:

Gives some definition to programs' goals and outlines new equipment and technology purchase/repair/maintenance and repair needs.

12. Strengths of College of Marin's program review planning process are:

The structures of program review process were well-defined and well-organized. The Academic Senate is doing an excellent job on leading this process!

12. Strengths of College of Marin's program review planning process are:

I think that Program review is much too complicated to be effective. A huge amount of time is spent on Program review but the integration of the information is very difficult for administrators to take all of the information in and fairly assess the programs. It seems like another bureaucratic waste of time.

12. Strengths of College of Marin's program review planning process are:

It provides information to integrate budget decisions with planning in a more cohesive way.

12. Strengths of College of Marin's program review planning process are:

Acknowledging that the process is still in its initial development stages and that we will expect departments to be thoughtful when requesting resources, while assessing their effectiveness.

12. Strengths of College of Marin's program review planning process are:

Faculty driven; lots of participation

12. Strengths of College of Marin's program review planning process are:

To date it has been nothing but a monumental waste of time.

12. Strengths of College of Marin's program review planning process are:

Use of qualitative and quantitative data and involvement of a large number of people.

12. Strengths of College of Marin's program review planning process are:

Brings together different members of the College community, each with their own unique perspective as to what are the problems facing this institution and how to fix them within program review.

12. Strengths of College of Marin's program review planning process are:

Considering we just implemented Program Review in the last few years, I think we have done an excellent job in ramping up and making it a key to budget and planning. As we continue to use Program Review, we will make improvements and the process will become smoother and more integrated throughout the college.

12. Strengths of College of Marin's program review planning process are:

It provides a wide range of input from the various committees, not to mention from each discipline, student service area etc. Program Review requests have been seriously considered and some have been funded. It provides a basis from which to plan and allocate resources.

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12. Strengths of College of Marin's program review planning process are:

Provides some level of consistent, rational decision-making about resource allocation.  
Forces people to regularly reflect on strengths, weaknesses, and priorities of their programs.  
Provides opportunity to report on efforts and successes, and to justify request of resources.

12. Strengths of College of Marin's program review planning process are:

We have program review. If we didn't, we'd have problems with accreditation.

12. Strengths of College of Marin's program review planning process are:

Effective criteria, comprehensive

12. Strengths of College of Marin's program review planning process are:

An effort to connect funding with areas of greatest need

12. Strengths of College of Marin's program review planning process are:

Strengths:

Rubrics for self-assessment are created and followed by program faculty and staff as data for decisions for changes to courses, certificates, degrees, and transfers to 4-year institutions. This includes scheduling, revisions and deletions, including pre and co-requisites.

A high percentage of faculty and staff take the process very seriously and spend a great deal of time responding carefully, and thoroughly using data (when available) to justify resource necessities for student success.

Problems:

Questions 9 and 10 have responses of N/A because it depends upon whom the questions is referring to for the appropriate answer.

9. It DOES inform decision making for faculty/staff review, assessment, revisions and future planning of their program. It does NOT inform for the determination of appropriate resource allocation—there is NO correlation, as the decision does NOT come from a Shared Governance process, but rather a non-cooperative, top-down approach with NO budget transparency.

10. In all cases, the district (the previous administration and the BOT) refused adequate and appropriate services to maintain students success, without any concern or plan to improve student success AND Student Learning Outcomes. The fact that the BOT has repeatedly ignored their own Program Review and applied their time to supporting squeaky-wheel residents that expect free services and college that is invisible.

Resource allocation MUST be data driven by Program Reviews, and Budget Planning MUST be a Shared Governance process that is ALWAYS transparent from beginning to end of EACH budget cycle. No exceptions.

12. Strengths of College of Marin's program review planning process are:

I is starting to stabilize

13. Challenges of our program review planning process are:

Student services program reviews have not been discussed since they were completed in 2008.

Student services does not have an online template. As a result, our resource allocation requests were not included after we completed them.

The status of those requests are unknown to us as a group.

In student services, program review often falls to staff who do not receive adequate support. It is a complex process and should not necessarily fall to staff if they are not trained or given release time to work on it.

13. Challenges of our program review planning process are:

Implementation and buy in by all constituents.

13. Challenges of our program review planning process are:

REALLY linking program review with budget allocation

13. Challenges of our program review planning process are:

Not enough manpower; same questions asked again and again. Lack of response to previous PRs.

13. Challenges of our program review planning process are:

Our program review process is linked to resource allocation. However, it is not clear if it is linked to program improvement. There is no evidence of it!

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13. Challenges of our program review planning process are:

Sustainability of existing instructional and non-instructional equipment and technology needs is not full addressed.

13. Challenges of our program review planning process are:

I hope the program review process is not the "tool" for resource allocation but a way we can improve our program quality and student learning.

13. Challenges of our program review planning process are:

Simplify

13. Challenges of our program review planning process are:

The program review process is being streamlined so it can be used more effectively.

13. Challenges of our program review planning process are:

Not enough funds to respond to important needs for classrooms, labs, technical equipment, classroom maintenance, etc..

13. Challenges of our program review planning process are:

As an institution, we still don't quite understand how to effectively use the program review planning process. We think it's nearly a way to request funding/resources.

13. Challenges of our program review planning process are:

Unclear link to resource allocation and other college-wide planning efforts

13. Challenges of our program review planning process are:

NOT ENOUGH TIME

13. Challenges of our program review planning process are:

Make it meaningful.

13. Challenges of our program review planning process are:

Recommendations of program review are often not followed.

13. Challenges of our program review planning process are:

Having never been in the other person's shoes, it is hard to see past your own area and how departments/disciplines have different needs, yet everything is intertwined.

13. Challenges of our program review planning process are:

We are fairly new at using this system for planinng.

13. Challenges of our program review planning process are:

It is a lot of work. I am looking forward to only doing it once every three years... People up to now have been asking for the moon in their IEC requests. This part needs to be revised, so that people only ask for things that they really really really need...

13. Challenges of our program review planning process are:

As a new employee, I wasn't familiar with the process in terms of schedule, frequency, level of detail, etc.

13. Challenges of our program review planning process are:

keeping employees informed and updated.

13. Challenges of our program review planning process are:

Trying to micromanage budgets. Program review can only offer broad an general overviews - they simply cannot contain the level of detailed information needed to make finely tuned decisions. Committees need to rely more on recommendations of elected chairs and deans (or similar bodies in other appropriate areas) for making recommendations in areas of instructional equipment, staffing, etc.

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13. Challenges of our program review planning process are:

Historically, while recommendations of PGS have been more or less rational and data-driven, implementation of recommendations has been arbitrary.

Process allows for some level of absolute evaluation of resource requests (e.g., reasonable or unreasonable), but rarely provides relative prioritization among different programs or missions of college, which is critical when resources are limited. Historical lack of consistent implementation has eroded confidence in process, thereby diminishing active participation.

13. Challenges of our program review planning process are:

Communicating the results to all employees, especially part-time faculty.

13. Challenges of our program review planning process are:

Time consuming; little feedback is given

13. Challenges of our program review planning process are:

NA

13. Challenges of our program review planning process are:

Lots of paperwork

13. Challenges of our program review planning process are:

NO resource Allocation related to Program Reviews.

NO Transparency of ON-GOING budget(s) Proposed budgets are presented that NEVER conclude with any accuracy—budget "projections" fluctuate from month to month based upon hearsay. ALL cuts and ALL surpluses should be discussed in shared governance to determine the actions to be taken. Preferably through advance planning of possible outcomes.

NO data provided regarding student Drops, and Withdrawals. Simple Checkboxes have been requested since 2004 to provide incite as to the reason for the above (e.g. \_\_ Academic; \_\_ Medical; \_\_ Financial; \_\_ Employment; \_\_ Personal). These would be required to be checked for in-person or online Drops and Withdrawals. This information is critical to ascertain accuracy for student Grade Success and Retention Success. Without this information, it is pure speculation. Later a follow-up survey could be conducted to target high frequency reasons.

13. Challenges of our program review planning process are:

Not linked to resouce allocation

14. Suggestions to improve the program review template are:

Make one for student services!

14. Suggestions to improve the program review template are:

Never seen one for administrative review. Student services template not completed.

14. Suggestions to improve the program review template are:

Focus on program improvement and feedback loop of the improvement. (Whether the strategy was working)

14. Suggestions to improve the program review template are:

Above need to be addressed. Global needs need to met through global planning.

14. Suggestions to improve the program review template are:

Focus on improvement not "wish list". Focus on "how can we do differently to improve our student success results?" "how do we know this "strategy" is working?"

14. Suggestions to improve the program review template are:

Don't require everyone to re-input the same information over and over. The template is not user friendly. It requires a lot of unnecessary navigation back and forth.

14. Suggestions to improve the program review template are:

I believe we are on the right track right now, give us a couple more years to let the streamlined program review procees work itself into place. Also the closed communication loop of the program review is going to go a long way into the perception of the review.

14. Suggestions to improve the program review template are:

Make it more streamlined.

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14. Suggestions to improve the program review template are:

Continue to assess the submissions to determine whether the content meets the college's intended needs.

14. Suggestions to improve the program review template are:

Communicate more effectively how the results are used for resource allocation and/or to inform college-wide planning

14. Suggestions to improve the program review template are:

INCLUDE SPELL CHECK AND OUTLINE FORMAT

14. Suggestions to improve the program review template are:

1. Stop changing the forms unless there is a reason.
2. Tie program review to the planning process and resource allocation.

14. Suggestions to improve the program review template are:

Acknowledge that not everything can be quantified!

14. Suggestions to improve the program review template are:

Encourage all instructors to participate in program review. More importantly, policy should state that any offer of assistance by a teacher to be involved in program review must be accepted.

14. Suggestions to improve the program review template are:

I would suggest starting with a broad scope and then drilling down to flush out all aspects related to the program under review. At each level play a game of what-if

14. Suggestions to improve the program review template are:

Add question on software section regarding the system requirements of the software being asked for and a place to make a note connecting it to any hardware requirements. Connect the three year section to strategies for program improvement and to SLO assessment results and also more clearly to student access and success.

14. Suggestions to improve the program review template are:

None

14. Suggestions to improve the program review template are:

It seems that the same questions are asked over and over again. It is tedious and often redundant. It is not possible to view the document as a whole. The whole template is cumbersome.

14. Suggestions to improve the program review template are:

NA

14. Suggestions to improve the program review template are:

none right now

14. Suggestions to improve the program review template are:

Every area of the Program Review should have questions that can be succinctly answered with clear quantitative and/or qualitative data.  
Greater emphasis should be placed on the Curriculum Section as it relates to Resource Allocation. This is where faculty and supporting units/resources start and end: number of courses offered, size of class, instructional method (lecture, lab, studio, activity, online, etc.), facilities necessary for instruction, currency of course(s), personnel necessary to run course(s).  
Addition of ACTUAL data as to the WHY of student Drops and Withdrawals (see #13) as it relates to Student Grade Success and Retention Success.

21. Additional Comments about the Program Review Process:

I think it looks good to WASC, but has not been that helpful

21. Additional Comments about the Program Review Process:

Academic Senate is doing a great job for the program review process. However, there is always room for improvement.

21. Additional Comments about the Program Review Process:

We need to keep working on improving it.

21. Additional Comments about the Program Review Process:

inefficient.

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21. Additional Comments about the Program Review Process:

keep streamlining it! and keep linking strong data to the process!

21. Additional Comments about the Program Review Process:

I would be happy to participate if there was even a remote chance that something substantial would result.

21. Additional Comments about the Program Review Process:

The basic flaw is that a lot of work can be done to produce recommendations which then are not followed.

21. Additional Comments about the Program Review Process:

How does Program Review impact Community Education?

21. Additional Comments about the Program Review Process:

Rubrics for EACH sections as to the type of information that is valuable and valid for assessment of Resource Allocation (i.e. similar to the Rubric for Instructional Equipment Requests).

Less narrative except as an Introductory and/or Conclusion statement to identify and emphasize key issues for said program. NO questions that request to cite information/data provided by the district—this is redundant.

21. Additional Comments about the Program Review Process:

I am a chair