AP 4022 PROGRAM REVITALIZATION

References:
   Education Code Section 78016;
   Title 5 Sections 51022 and 55130

The District has established procedures for program revitalization based on the following premises:

- Because program revitalization is an academic and professional matter, the District will rely primarily on the Academic Senate for its implementation;

- Program revitalization is different from program review, but is an outgrowth of the program review process.

- Criteria for identifying at-risk programs in need of revitalization are clear and include evidence supported by qualitative and quantitative data, including but not limited to:
  - Long-term trends over several years of enrollment history,
  - Projections for continued declining enrollment,
  - Success and retention rates over several years
  - Changes in the academic discipline in terms of articulation changes established by transfer colleges and universities that affect the viability of program offerings,
  - Other factors that demonstrate that the program is in decline and predict it will continue to decline.

- The Program Review Committee will evaluate in writing the complete reviews for each program to assess its general health and viability and the written report will be provided to program faculty and department chairs, area deans and the Vice President of Student Learning. Mitigating factors shall be considered.

- The Program Review Committee shall solicit input from affected discipline faculty before making recommendation.

- If the Program Review Committee identifies a program as “at risk”, the committee may recommend that the program complete a revitalization procedure.

- A discipline may request in writing to the Academic Senate to go through revitalization if a majority of the discipline’s faculty and the department chair feel that revitalization is warranted.

- The Academic Senate shall solicit input from affected discipline faculty before approving the request.

- The Academic Senate approves program revitalization upon a recommendation by the Program Review Committee or upon a request from the discipline itself.

- Units dedicated to a program entering revitalization will not be reduced without approval from the Program Review Committee.
NOTE: Revitalization applies to all programs except for grant-funded programs whose source of funding is no longer available and which may be discontinued without following the program revitalization or discontinuance procedures.

The revitalization process will proceed as follows:

- Following an initial finding to proceed, program faculty will have one academic year to compile quantitative and qualitative data that assess the program for its viability and its fit with the District’s goals, mission, and vision.

- At the end of the year, program faculty will prepare a Revitalization Report to be presented to the Academic Senate. This report will:
  - Identify the program’s weaknesses and challenges
  - Review all data consulted
  - Include a list of measurable actions for revitalization
  - Make specific recommendations for improvement which may include:
    - Curriculum changes
    - Scheduling changes
    - Degree or certificates updates
    - Professional development for faculty
    - Changes in delivery method
    - Additional or new classroom resources or technology
  - Identify budget requirements in order to achieve improvement goals

- Upon Academic Senate approval of this report, recommendations for resource allocations will be forwarded to the Planning and Resource Allocation Committee (PRAC).

- Upon approval by PRAC including resource recommendations, the program has one year to implement their plan.

- As findings may result in recommendations for improvement that would require more than one year to implement, the discipline faculty must return to the Academic Senate with follow-up progress reports.

- At the end of the revitalization process, program faculty must present the results of their assessment, based upon evidence, along with their recommendation to the Academic Senate.

- If a program is not successful in its revitalization, it will move on to the procedure outlined in AP 4021 titled Program Discontinuance.

See also AP 4021 Program Discontinuance

Office of Primary Responsibility: Vice President of Student Learning

Date Approved: June 28, 2011

(Replaces portions of AP 4021 formerly titled Program Revitalization and Discontinuance)
Discipline writes a program review

Program Review Committee evaluates in writing the complete program review to assess the general health and viability. Report is sent to the following:

- Program faculty
- Dept Chair
- Area Dean
- VPSL

Gives input to Program Review Committee

A. Program Review committee recommends revitalization Procedure to the Academic Senate
B. Discipline faculty may request in writing to the Academic Senate to go through revitalization if a majority of the faculty and the department chair feel it is warranted.

Program faculty will have one year to prepare a report, make a plan for revitalization with measurable actions.

Upon approval by the Academic Senate, any recommendations for resource allocation will be forwarded to PRAC.

Upon approval by the Academic Senate, the program faculty will have one year to implement the plan and assess its effectiveness.

Program Faculty presents the results of their assessment, based on evidence to the Academic Senate.

If unsuccessful, the program will move on to the discontinuance procedure.