Section 1:
Program Review Documentation

Instructional Program Reviews
College of Marin completed full program reviews by selected programs (phase 1 and 2) by December 2007. All programs completed full program reviews by April 1st 2008. Subsequently ALL programs completed full program reviews in fall 2008 and fall 2009. In Fall 2010, with the agreement of the WASC visiting team, we began our cycle of full program reviews together with optional annual reviews as needed for budget requests. In fall 2010 XX number of programs completed a mini-review. In Fall 2011 XX number of programs completed full reviews and xx number completed mini-reviews.

Student Services Program Reviews
All student services area completed program reviews by April 1, 2008. The following year, xx student services areas completed program reviews in addition to preparing reports for the matriculation visiting team. (SEE Spreadsheet to complete this part.

Administrative Reviews:
See spreadsheet to complete this section

Additionally, all program reviews will be posted online. Right now we have 2009-2010, 2011 and 2012 review in pdf format online. We will add the April 2008 and fall/winter 2008-9 as well as the SS ones and the administrative reviews. All will be posted in the same location. Provide link when available.

Fall 2007 (full) (not in template)
April 1, 2008 (full) (in template) NEED TO PUT UP Add SS ones
2008-2009 (full) (NEED TO PUT UP)
2009-2010 (full) (online now) (add SS?)
2010-2011 (mini) (online now)
2011- 2012 (full/mini) (online now) (clean up with amended reviews + SS ones and Admin ones)

Program Review Cycle going forward:
It is our understanding that we are to assess and analyze our programs, and make plans for improvement and request budget items based on this. It is also our understanding that once we have what we asked for or we have implemented a strategy for improvement, we are to report on the results – ostensibly through subsequent program reviews. We may ask for something in fall but it is not approved until last spring, and not ordered until the following fall and then installed if necessary – and then we need to try it out for a semester or two and assess its efficacy. Doing full program reviews with this level of analysis annually, does not allow time for the strategies to be implemented. Therefore, we have settled upon a three-year cycle (two-year cycle for CTE programs) for our full program reviews. This allows for a more longitudinal study of results. [Link to IPM Schedule]
**Section 2**

**Examples of program review affecting planning and budget:**

1) FT hires
   1. MOU
   2. SAS recommendations
   3. Budget data
   4. other data used
   5. PR recommendations last year and this year
   6. outcome

2) Full Reviews: Point of Improvements Summaries and links:
   1. ACRT
   2. Court Reporting
   3. ECE
   4. Electronics
   5. Environmental Landscaping
   6. Machine Metals and Technology?
   7. MMST

3) Budget Requests
   1. previous years
      a. 
   2. this year
      a. Mock UN
      b. SS requests
      c. instructional requests
      d. library

**Other evidenced-based planning (through research but not necessarily through PR template):**

Accuplacer?
Creation of College Skills Dept + chair
Revitalization of Computer Science
ELND/Organic Farm
MarinNet/Library
Dedicated Tutor Project
Student Success Initiative-related requests
SAS – math/English skills requests for revitalization?
Master Schedule
MOU on Enrollment Management
Section 3
Curriculum Review (COR updates, revisions; degree revisions)
Improvements based on Curriculum Review and achievement stats
AUTO/ACRT
BIS
COURT
MMST
Computer Science
1440 degrees

Section 4
SAS – student Success Initiative/matriculation revitalization

BOARD POLICIES AND PROCEDURES PROJECT
Get totals of BPs and APs, mention that they are online, that the link is now more accessible. Evidence – spreadsheet of them and the webpage.

Section 5
Planning Documents: (not necessarily in this order)
Summaries for each one:
1. who –
2. what
3. when
4. why? WHY NOT? (sorry)
5. EVIDENCE OF IMPLEMENTATION

1. Professional Development plan
2. Staffing plan?
3. Enrollment Management Plan?
4. Facilities Plan
5. Technology Plan
6. Distance Education Plan
7. General Education Review and Revision
8. SLO Assessment Plan
9. Integrated Planning Manual revision
10. Integrated Planning Model revision
11. Ed Master Plan Review
12. Strategic Plan Review and Development
Section 6
**effectiveness of all planning and resource allocation processes**

May 2011 PRAC meeting
May 2012 PRAC meeting
Surveys done in Fall 2011 and Spring 2012
DE and Tech Surveys
Ed Planning Committee evaluation of progress on strategic plan
IEC DISCUSSIONS and recommendations
Integrated Planning Manual
Look at requests from previous years – and how they panned out….
College Skills united department
Lecture room analysis
master schedule development

Section 7: Communication to stakeholders

Allocation notices (see Eileen’s collection of letters)
Memo for next go around
Notice of $S$ being put into accounts (did Peggy send letters?)
Meetings with chairs – for FT hires
President’s Briefings/Open Forums
Posting on website
(coming: SLO webpages for Students and for Faculty)
Data Dashboard
Faculty Handbook and Program Review links
AS NEWS
Committee reports
Governance Digest
Committee web pages
WEBSITE – SLO LINKS; PROGRAM REVIEW LINKS?

Other thoughts…
CREATE Document to put on website that UPDATEs FLOWCHARTS - ADDs RUBRICS OR INFO ON HOW THINGS ARE EVALUATED. ROLE OF DEPT CHAIRS; Report on how everything is working….(see section 6)