

Notes for Senate Presentation

Thursday, December 8th 2-4 PM

Nancy Jennings

I am here today to update you on the activities of the Program Review Steering Committee. We are also presenting the proposed revised templates for the coming cycle.

Updates:

Committee Membership Changes

Bri Hays (who was our Administrative chair is now the interim VP of student services, so Kim Dudzik has stepped up to take her place as co chair on PRSC. Bri is still involved with PRSC for the rest of this fall semester.

So now the co-chairs are:

Administrative: Kim Dudzik

Student Services: Liza Ashak

Instructional: Nancy Jennings

Current List Of Committee Members:

Chairs		Student Services		Instructional Services		Administrative & Executive Services		Classified	
Bri Hays	<input type="checkbox"/>	<input type="checkbox"/> Vivi Ricardez Veasey	<input type="checkbox"/>	AKHE: Danielle Pauls (PT) {FT}	<input type="checkbox"/>	Kim Dudzik (A-I)	<input type="checkbox"/>	Taylor Fiehler	<input type="checkbox"/>
Nancy Jennings (I)	<input type="checkbox"/>	<input type="checkbox"/> Donna Hajj	<input type="checkbox"/>	AHSS: Jane Gazale (FT)	<input type="checkbox"/>	Greg Vega (A-SS)	<input type="checkbox"/>	Rafael Ayala	<input type="checkbox"/>
Liza Kakos (SS)	<input type="checkbox"/>			CE: (FT)	<input type="checkbox"/>	Jessica Murguia (A-SS)	<input type="checkbox"/>	Classified	<input type="checkbox"/>
<u>Resources:</u>				MSE: Alyssa Kraus (PT) {FT}	<input type="checkbox"/>				
College Deans				LIBRARY: Ross Takasugi (PT)	<input type="checkbox"/>				
VPI				PART TIME: Kelly Allen (PT)	<input type="checkbox"/>				
VPSS									
VPAS									

Two Types of Reports:

Annual Updates (all programs)

Comprehensive Reports (every four years)

Next Cycle Programs up for Comprehensive Reports

Fall 2023
Student Services Areas
-A&R
-Articulation
-Assessment
-CalWorks
-Career Services
-Counseling (w/Articulation & Assessment)
-DSPS/HTC
-EOPS
-FA & Scholarship
-Outreach
-Pathways Academy (Title IV)
-Student Affairs
-Student Health Services
-Transfer
-Veterans Services
Executive Services Areas
-Administrative Services & Facilities
-Student Services
-Instruction
-President
-Institution Effectiveness
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Yearly Cycle For Program Review

SUMMER

Template becomes available for authors

Update data links and other resources for authors

FALL

Our committee is typically spends the Fall semester offering workshops, zoom sessions, tutorials, and office hours to support authors who are writing reports. Reports are due around finals week of the fall semester. This year it is December 16th.

The committee chairs have one final set of open office hours for authors who may need last minute help on Thursday, December 15th from 2-4 PM. Stop by if you have any questions or need help.

SPRING

In the spring semesters, we are very busy reading reports, meeting with authors for report presentations, and finalizing our feedback reports. We also send out a survey for authors and go over the results as a committee so that we can improve our process every year.

Last year we moved the due date for reports from mid-January to the end of December, to give the committee more time to complete the spring work. Our survey indicated that there were several authors who indicated they did not like the revised timeline. We are planning to keep the earlier due date for this cycle. Then we will consider revising the due date again to mid-January. We will let you know what our feedback says.

New Templates:

We revise the templates every year. We generally make those changes after the reports are reviewed and we get the survey results. There were no significant substantive content changes in the last cycle.

Website Update:

We created a new accordion tab at the bottom called Resources for Committee Members. We will correct the typo and add the content listed here soon. 😊

Other (Non-Staffing) Resource Requests

Resources for PRSC Members

Member Responsibilities/Job Description

PRSC Workplan

Program Review Support Team Assignments
