



The Academic Senate

CITY COLLEGE OF SAN FRANCISCO

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Curriculum • Degree Requirements • Grading Policies • Program Development • Student Prep & Success • Governance
Accreditation • Professional Development • Program Review • Planning & Budgeting Process • Others as agreed

Program Review Committee

adopted by the Academic Senate Executive Council January 14, 2015

Revised April 22, 2015, December 9, 2015,

Revised November 14, 2022 by PRC, Adopted by ASEC November 30, 2022

Revised April 15, 2024, Adopted by ASEC April 24, 2024

- I. **Name:** Program Review Committee
- II. **Type of Committee:** Advisory
- III. **Membership:** 12 faculty, 3 students, 3 classified staff, 3 administrators
- IV. **Committee Chair(s):** Faculty, elected annually in May
- V. **Meeting day and time:** Second Mondays, 3:00-4:30pm
- VI. **Meeting frequency:** Monthly, as needed
- VII. **Website address:**
<https://sites.google.com/a/mail.ccsf.edu/ccsf-academic-senate-committees/program-review-committee>
- VIII. **Support for student learning:** Program review is a data-driven process of cyclical evaluations and analyses of programmatic performance, accomplishments, and needed improvements that contribute to student success. The process prompts introspection and serves as the primary mechanism for an institution to reflect on educational excellence and to improve instructional deliveries and services to students.
- IX. **Description of purpose and goals:**

The Program Review committee is a forum for programmatic self-reflection that makes recommendations to the Academic Senate Executive Council about Program Review processes at City College of San Francisco. The committee's goals are to:

 1. Develop equity-minded, student-centered, faculty-driven, and data-informed processes for the evaluation and planning of the college's educational programs, services, and mission.

2. Promote professional and inclusive dialogue amongst and between all academic departments and services, student services, and administrative units about curriculum, assessment, and resource distribution.
3. Integrate program review into collegewide budgeting, planning, enrollment management, and other institutional development efforts.
4. Encourage inclusive, timely, and relevant feedback from all constituencies in the development and review of program reviews.

X. Academic and professional matters, as adumbrated in CCSF Board Policy 2.08 and Title 5 CCR §53200(c):

(4) educational program development;

(9) processes for program review;

(10) processes for institutional planning and budget development;

XI. [ACCJC Accreditation Standards \(2014\)](#) to which committee contributes:

1.4 The institution's mission directs resource allocation, innovation, and continuous quality improvement through ongoing systematic planning and evaluation of programs and services.

1.5 The institution regularly communicates progress toward achieving its mission and goals with internal and external stakeholders in order to promote understanding of institutional strengths, priorities, and areas for continued improvement.

2.9 The institution conducts systematic review and assessment to ensure the quality of its academic, learning support, and student services programs and implement improvements and innovations in support of equitable student achievement.

3.5 The institution's mission and goals are the foundation for financial planning. Financial information is disseminated to support effective planning and decision-making and provide opportunities for stakeholders to participate in the development of plans and budgets.