

May 3, 2013

TO: President's Cabinet

FROM: Program Review Committee

SUBJECT: Program Review Committee Recommendations for Summer Work 2013

On March 5, 2013, the Program Review Committee submitted to President's Cabinet the 2012-2013 Annual Program Review Report. The report and accompanying 2012-2013 program reviews were approved by the President and moved forward to the appropriate planning and resource prioritizing committees within the College's governance structure. The Budget and Allocation Recommendation Committee, Faculty Hiring Priorities Committee, and Classified Staff Hiring Priorities Committee met during the 2012-2013 academic year, according to schedule, and prioritized requests based upon published criteria and rubrics. Committee recommendations were provided to the President, who then acted to make allocations according to criteria and strategies consistent with the *2012-2013 San Diego Mesa College Institutional Planning Manual*.

To assure continuous quality improvement, a 360 degree evaluation of all integrated planning processes was conducted by the Office of Institutional Effectiveness, beginning with Program Review in March, 2013. The evaluation summarized in the attached executive summary and detailed in the full report, identified eleven areas for improvement. Five of these improvements relate directly to Program Review and four relate to Program Review and its relationship to integrated planning. The Program Review Committee proposes that it work on the following nine recommendations during the summer, 2013, in preparation for deployment in fall 2013:

- Develop additional opportunities for training, including staggered, sequential, one-on-one, and hands-on instruction
- Incorporate online, module-based training materials into the Program Review process and integrate this within the online Program Review module
- Clarify the content and breadth of information required for Program Review
- Simplify the online Program Review module
- Create additional trainings on Program Review topics (e.g., research and data)
- Align the Program Review document with the information required for resource requests
- Clarify timelines for Program Review and resource allocation
- Develop communication plan for Program Review relative to integrated planning
- Revise Program Review website to make it more user-friendly and link to integrated planning and resource allocation

Each of the resource prioritizing committees will revisit and refine their own processes during summer 2013, for deployment in fall 2013. The Program Review Committee will provide support to these committees as requested to assure alignment between the various components of integrated planning and resource allocation that are managed through the Program Review process. The committees are encouraged to work with the Office of Institutional Effectiveness for support as they refine their processes, as will the Program Review Committee.