Program Review

Purpose

"Program review is the process through which constituencies (not only faculty) on campus take stock of their successes and shortcomings and seek to identify ways in which they can meet their goals more effectively. It is important to note here that the task of identifying evidence-based successful practices, and sharing these practices college-wide, is far more important than the negative perspective of trying to ferret out ineffective practices" **– Academic Senate for California Community Colleges**

Data Driven Decision Making

Continual improvement
Evaluation of program resource needs
Fiscal stewardship and transparency
Culture of evidence

Reporting Cycle

Program Review will be conducted every two years beginning Fall semester 2021.

Reporting Cycle Activities	Timeline
Program Review forms posted on the Program Review website:	August 22, 2023
Data is available on the ORPIE website:	
• Instructional Program Review Dashboard	Available now
• Student Services Program Review Dashboard	*Coming August 28, 2023*
• State comparison data may be found on Data Mart or Cal-Pass Plus	Available now
Program Review Office Hours and Data Support offered in a hybrid format in the Language Arts (LA) Room 115 and by zoom.	See the Program Review website schedule information.
Program Review draft due via Dynamic Forms.	Friday, October 6, 2023
Review and Feedback Steps to Finalize Program Review:	
• Step 1a: *Technical Review* by IEC (for all) and Academic Senate (for any that include a faculty request). • See the technical review rubrics.	Friday, October 6, 2023
• Step 1b: *Content Review* by Deans/Director. Feedback due to author.	Friday, October 6, 2023
• Step 2: *Completed Revisions* submitted by author for final approvals by Deans/Manager and Vice Presidents. Final draft will address technical and content review feedback.	Friday, November 3, 2023
• Step 3: **Final Program Review Approvals** by Deans/ Manager, Vice Presidents, and IEC. ORPIE will post final draft to the website.	Friday, December 1, 2023
• Step 4: Funding Requests proceed through governance structure.	
• Depending on the request either the Vice President or the IEC will assign the Program Review to the appropriate committee(s), including Planning Council for prioritization.	Friday, December 1, 2023
• Committees forward recommendations to the Budget Committee	Friday, December 1, 2023

• Faculty Hiring timeline:	
• Academic Senate Q&A	Tuesday, November 14, 2023
• Senator Ratings due	Friday, November 17, 2023
• Academic Senate – Special Meeting to Review Rankings	Tuesday, November 28, 2023
• Prioritized requests for faculty positions will be provided by the Academic Senate to the Executive Team	Wednesday, November 29, 2023
▪ President makes final faculty decisions and reports to Senate at Special Meeting. ▪ Based on approved faculty positions, faculty submit search committee membership and supplemental questions to HR and the Academic Senate.	Tuesday, December 5, 2023
• Hiring committee participants appointed by the Academic Senate.	Tuesday, December 12, 2023
• The Budget Committee forwards all recommended non-faculty requests to the Executive Committee	Tuesday, December 12, 2023
• President announces all funded recommendations campus-wide	Monday, April 1, 2024

AUTHOR INFORMATION

Employee ID (E# or C#): [ ]   First Name [Noah]   Last Name [Levin]

Wing [Instruction ▾]   Email Address [nlevin@gwc.cccd.edu]   Office Phone [51062]

Dean/Manager First Name [Alex]   Last Name [Miranda]   Email [Miranda, Alex = amira ▾]

Vice President First Name [Kay]   Last Name [Nguyen]   Email [Nguyen, Kay = kvngu ▾]

Program Review - Draft
*Program-Review-Instruction-
Peace_Studies.docx

Program Review - Final
Submission
*Program-Review-Instruction-
Peace_Studies.docx

This Program Review includes the following: *[-- Please Select -- ▾]
Pick all that apply.

Faculty Request [-- Choose -- ▾]

Facilities, Technology, Equipment Request [-- Choose -- ▾]

Classified Request [-- Choose -- ▾]

This Program Review includes the following: *[None ▾]
Pick all that apply.

Faculty Request [-- Choose -- ▾]

Facilities, Technology, Equipment Request [-- Choose -- ▾]

Classified Request [-- Choose -- ▾]

Faculty Requests (up to 3)   Faculty Requests (up to 3)
One upload per request   *One upload per request*
Faculty Upload1   Faculty Upload1
Faculty Upload2   Faculty Upload2
Faculty Upload3   Faculty Upload3

Facilities, Technology or Equipment Draft Requests (up to 5)   Facilities, Technology or Equipment Update Requests (up to 5)
FTE Upload1   FTE Upload1
FTE Upload2   FTE Upload2

FTE Upload3	FTE Upload3
FTE Upload4	FTE Upload4
FTE Upload5	FTE Upload5

Classified Personnel Draft Requests (up to 3)	**Classified Personnel Updated Requests (up to 3)**
One upload per request	*One upload per request*
Classified Upload1	Classified Upload1
Classified Upload2	Classified Upload2
Classified Upload3	Classified Upload3

Supporting Materials (Optional)	**Supporting Materials (Optional)**
Upload1	Upload1
Upload2	Upload2
Upload3	Upload3

...3633343436

Noah Levin   10/06/2023
Author - Draft Signature
                                Date

...3337353131

Noah Levin   11/03/2023
Author - Final Signature
                                Date

Dean/Manager Draft Feedback

> The Peace Studies Program has been retired. However, there seem to
> be a few students who are completing their degrees based on the PS
> courses that continue to be offered.

FileUpload2

IEC Feedback

> Under the section "GOALS FOR CURRENT PROGRAM REVIEW CYCLE",
> the three goals are highlighted but not filled.

FileUpload4
Program Review Rubric Upload

Academic Senate Executive Board Feedback

FileUpload1
Program Review Rubric Upload

Dean/Manager Final Feedback

> Peace Studies offers only a selected number of courses and the
> Program has been retired.

FileUpload2

...3936383233

Alex Miranda   11/03/2023
Dean/Manager Signature   Date

Vice President Feedback

FileUpload3

Kay Nguyen   12/06/2023
Vice President Signature   Date

Downloaded to the following Committee Teams folder on: -- Choose -- ☑

Lauren Davis Sosenko   12/11/2023
IEC Signature   Date

Dean/Manager - Feedback Signature	Electronically signed by Alex Miranda on 10/11/2023 10:34:22 AM
Academic Senate: Technical Review Signature	Signature not required
Academic Senate Signature	Signature not required
IEC: Technical Review Signature	Electronically signed by Gita Alemansour on 10/10/2023 2:04:33 PM

Program Review Purpose

"*Program review is the process through which constituencies (not only faculty) on campus take stock of their successes and shortcomings and seek to identify ways in which they can meet their goals more effectively. It is important to note here that the task of identifying evidence-based successful practices, and sharing these practices college-wide, is far more important than the negative perspective of trying to ferret out ineffective practices*" –Academic Senate for California Community Colleges, 2009

SUBMITTER INFORMATION

First Name:	Noah
Last Name:	Levin
Email:	nlevin@gwc.cccd.edu
ID:	
Phone Number:	714-209-5349
Who is your Dean/Supervisor?	Alex Miranda
Are you the Department Chair?	Yes

GENERAL PROGRAM QUESTIONS

Name of Program (Academic Programs should be listed per discipline):
Peace Studies.

Please provide a brief description and any significant change in your program since the last Program Review cycle.
The program is retired but the degree is being kept open to allow those students that began it to complete it.

What are your program's strengths? (Answers could include but not limited to KPI data)
The program is retired.

What are the challenges for your program? (If there are regulations or requirements for your program that require additional support, please note those here)
The program is retired.

Describe any trends and contributing factors related to enrollment, retention, and success for this past cycle.
The program is retired.

How does your department/program support the goals of diversity, equity, inclusion, and accessibility? (Answers could include but not limited to gaps in success data, modality of course offerings, part/length of term (full-term, non full-term, etc.)
The program is retired.

How does your department/program collaborate with other areas on campus to advance student success?
The program is retired.

How does your department/program utilize technology to support student success?
The program is retired.

Do any of the courses in your program have a CTE TOP code?
No

AWARDS

What type of awards does your program offer?

☐ Certificates

☒ Associate Degree

☐ Associate Dress for Transfer

Please provide the information for the number of awards for Associate Degrees (CCI-approved), Associate Degrees for Transfer (State-approved), and Certificates of Achievement for this program. Please put N/A if an area is not applicable for your program.

	3 years ago	2 years ago	1 year ago
Certificates	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Associate Degrees	2	1	1
Associate Degrees for Transfer	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

Please comment on the trends for the number of awards. You may then comment on any other relevant information provided by the Office of Research and Planning, and Institutional Effectiveness (ORPIE).
Students are still completing with the degree, evidence it should be maintained as an option at least through the next program review cycle.

FTES and FTEF

For the below questions, please provide your FTES (full-time-equivalent students, resident) divided by your FTEF (full-time-equivalent faculty). Please submit your rates from three years ago, two years ago, and this past year.

Please note: *For programs with earned credit please use FTES (Res)/FTEF. For non-credit, please use FTES (Total)/FTEF.*

	3 years ago	**2 years ago**	**1 year ago** (this past year)
FTES/FTEF Ratio:	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

Outside of hiring new faculty or staff, please discuss the data trends above, and your plans for serving more students.
The program is retired.

CURRICULUM

After a thorough review of your courses in CurricUnet, with the assistance of your CCI representative, answer the following questions.
If you do not currently have a representative on CCI, you may contact either:
Gary Kirby: gkirbyjr@gwc.cccd.edu
Monica Jovanovich: mjovanovich@gwc.cccd.edu

Do you have any courses that have not been updated to CCI, within the required timeframe (6 or more years for a transfer-level course, 3 years or more for a CTE course)?
☒ Yes
☐ No

Are there courses in your Program (Degree/Certificate) that have not been successfully offered since the last Program Review? Please note, classes that were cancelled, they were not successfully offered)
☐ Yes
☒ No

Do you have active courses that are not part of a degree or certificate?
☐ Yes
☒ No

Please indicate the name of the course(s) and the name(s) of the certificate(s) or degree(s) you intend to connect it to when you submit your revision to CCI.

Click or tap here to enter text.

STUDENT LEARNING OUTCOMES

Do any of your SLOs use the exact wording as the course objectives?
(SLOs should be written to reflect the course objectives while not using the exact same language as the course objectives).

☐ Yes
☒ No

How has your department/program utilized SLO (Student Learning Outcome) results to make changes or improvements to your Program?
The program is retired.

GOALS AND REQUESTS FOR FUNDING

Requests – If you are requesting any of the following, they MUST be addressed within your Department goals. These forms must be submitted separately from the Program Review.

- Faculty
- Facilities, Equipment, Technology & Other
- Classified Personnel

GWC Strategic Plan Goals Legend
1. **Enrollment:** GWC will increase credit and noncredit enrollment while providing efficient academic programs and student services.
2. **Equity and Success:** GWC will support, enhance, and develop equity-minded services and academic programs that lead to student success.
3. **Completion:** GWC will ensure students' timely completion of degrees and certificates by providing high quality academic programs and student services.
4. **Workforce Preparation:** GWC will support student success by developing and offering academic programs and student services that maximize career opportunities.
5. **Facilities:** GWC will provide flexible, accessible, and sustainable learning environments that support the success of students, faculty, staff, and communities.
6. **Professional Development:** GWC will support the success of all employees by providing professional development opportunities that focus on the achievement of the College Goals.
7. **Communication:** GWC will effectively communicate and collaborate within the College and its communities.

Program Review Request
Instruction

GOALS FROM PREVIOUS PROGRAM REVIEW CYCLE

Please refer to your previous Program Review cycle and summarize all outcomes for each goal.

Summary and Outcomes of Previous Goals (from the last Program Review) including resource requests and if they were funded or not.
The program is retired.

GOALS FOR CURRENT PROGRAM REVIEW CYCLE

Current goals should be connected to GWC's Strategic Plan Goals.

GOAL 1 (Required)

Description of goal:
Maintain the degree to ensure students are able to complete the degree.

What actions will be taken to accomplish the goal?
Keeping the program alive.

What metric will you use to measure your goal?
Students are still obtaining the degree.

Which of the College's missions and goals does this goal support? (check all that apply)
☐ Enrollment
☒ Equity and Success
☒ Completion
☐ Workforce Preparation
☐ Facilities
☐ Professional Development
☐ Communication

GOAL 2 (Required)

Description of goal:
Assess number of students still potentially eligible for receipt of degree.

What actions will be taken to accomplish the goal?

Check how many students could potentially still earn the degree (That have taken the required courses but have not graduated).

What metric will you use to measure your goal?

Verification of eligible students with counseling.

Which of the College's missions and goals does this goal support? (check all that apply)

☐ Enrollment

☒ Equity and Success

☒ Completion

☐ Workforce Preparation

☐ Facilities

☐ Professional Development

☐ Communication

GOAL 3 (Required)

Description of goal:

Potential retirement of degree and program.

What actions will be taken to accomplish the goal?

Retirement if goal #2 reveals no students waiting to obtain the degree.

What metric will you use to measure your goal?

Retirement or maintenance of degree.

Which of the College's missions and goals does this goal support? (check all that apply)

☐ Enrollment

☒ Equity and Success

☒ Completion

☐ Workforce Preparation

☐ Facilities

☐ Professional Development

☐ Communication

OTHER INFORMATION

What additional information would you like to share about your program?

The program is retired.

Program Review Request
Instruction

Submitter's Signature: *Noah Levin*

Date: 11/3**/2023**

Supervisor's Review
As the supervisor of this program, I have reviewed this request.
☐ No concerns
☐ I have concerns
Comments: Click or tap here to enter text.

Supervisor's Signature: Click or tap here to enter text.

Date: Click or tap to enter a date.

Vice President's Signature: Click or tap here to enter text.

Date: Click or tap to enter a date.