

SECTION 700.23

PROGRAM REVIEW AND IMPROVEMENT

The purpose of the Program Review is to assess the strengths of each program examined and to discover areas for growth and improvement. The Program Review Report will be used by the Administrative Council to determine if a program/degree will be continued, restructured or discontinued as part of the Lake Region's curricula.

1. Year 1:
 - a. In years ending with 3, 6, and 9 (for example: 2016, 2019 and 2023) The Vice President of Academic and Student Affairs, in collaboration with the President of the Faculty Senate, shall - at the First Faculty Senate meeting of the academic year - appoint a committee comprised of faculty members representing the Instructional Divisions (Business, Trade & Technical and Academic), and ex officio members: Vice President of Academic and Student Affairs, the current Faculty Senate President and one staff member to implement the Program Review Process utilizing the measures developed by the Program Review Committee in 2001-2002 and to prepare a Program Review Report.
 - b. Each Program Review Report shall address the extent to which the program has successfully dealt with the concerns of a preceding Program Review and/or vocational evaluation.
 - c. Program Review Reports will be completed and submitted Faculty Senate and to the Administrative Council by February 1 for evaluation.
 - d. By March 30, the Administrative Council shall present to the Faculty Senate the program evaluation results and recommendations. The Council shall notify programs if they are under review for restructuring and/or possible program closure and outline the improvements or progress that is desired.
2. Year 2:
 - a. During the summer and academic year following a Program Review, all notified programs shall take measures to improve in stated areas of concern and to carry out recommendations for improvement. At the end of this academic year, only the programs under review for possible closure and low enrollment programs shall complete a Program Review Follow-Up Report and submit it to the Faculty Senate and to the Administrative Council by April 15.
 - b. At the May Faculty Senate meeting the Administrative Council shall present to the Faculty Senate its decisions and actions taken in response to the Program Review Follow-Up Reports, providing notification and justification for any proposed closure of specific programs.
 - c. If the closure of a program impacts a tenured faculty member, Article 700.20 of the Lake Region State College Policies and Procedures Manual goes into effect.

History

Administrative Council Approved 05/01/06