

Preparing for Periodic Program Review (PPR)

What is Program Review?

WASC Senior defines program review as

a systematic process of examining the capacity, processes, and outcomes of a degree program or department in order to **judge its quality and effectiveness and to support improvement**. Historically, program review focused primarily on capacity and research output; more recently, educational outcomes and student success have been included. While student success and assessment of learning at the program level are an important part of program review, they should not be confused with the more encompassing process of program review.



How does Program Review happen at CSULB?

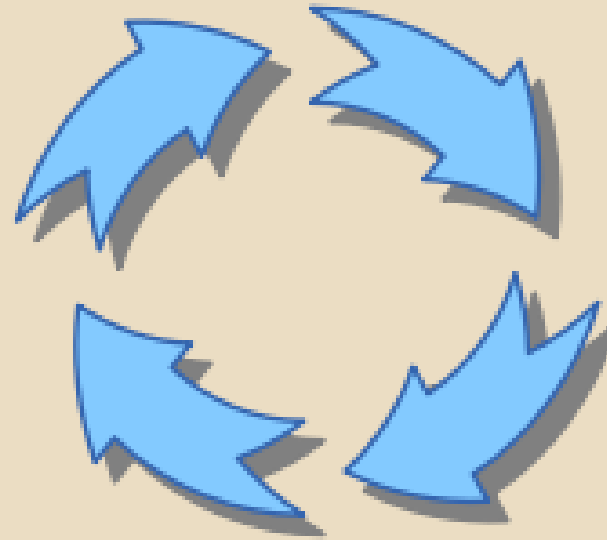
- ▶ All programs on campus (academic and academic support) must be reviewed periodically
 - ▶ Periodic review of programs is a requirement for WASC accreditation
 - ▶ It is CSU policy that all programs be reviewed
 - ▶ CSULB review procedures were revised and passed by the Academic Senate in 2005
 - ▶ Program Assessment Review Council (PARC) was formed from other entities preceding it.

- ▶ More important, in keeping with the spirit of its definition, PPR is about self reflection and improvement.



Process

- ▶ Departments receive one-year notice to write their self study.
 - ▶ 7 year cycle, self study to self study
- ▶ When submitted, external reviewers arrive on campus
- ▶ Reviewers and internal committee craft reports with recommendations
- ▶ MOU



Your Narrative



- ▶ Templates to use
 - ▶ Elements of the Self Study for Degree Granting Programs
 - ▶ Elements of the Self Study for Academic Support Programs
- ▶ The narrative is your chance to tell your story, to reflect on what you've done well, and think critically about how you might improve
 - ▶ Data tables provide supporting documentation (IR will discuss)
- ▶ Submit your document electronically to your Dean, the Vice Provost, and Director of Program Review & Assessment

After your submission

1. Generate a list of potential external reviewers
 - ▶ CSU
 - ▶ Non-CSU Ph.D. granting program
 - ▶ Submit with self study
2. Determine department members' schedules

Reviews take place over two days
3. Arrange hotel / catering

Instructions provided in the document "Guidelines for Departments"



The University Program Review Committee and PARC Report



- ▶ External and Internal reviewers
 - ▶ Internal reviewers form the UPRC
 - ▶ Responsibilities of the UPRC
 - ▶ The department's role
- ▶ PARC Meeting
 - ▶ Presentation at Council. Department members and Dean invited
 - ▶ Recommendations put forth and accepted by Council
- ▶ MOU then drafted
 - ▶ Vice Provost / Dean / Department

Concluding Comments

- ▶ I am available to help over the course of the year.
 - ▶ Meeting in September
- ▶ Program Review is a vital part of campus life, and is an excellent opportunity to reflect on what you are doing well and where you might improve