

Scope & Functions

Scope

Per *Title 5 §53200* and *§53203*, the Academic Senate Joint Program Review Committee shall be established by the mutual agreement of the Academic Senate and college and/or district administration.

Committee Structure

A. The Program Review Committee is a joint Academic Senate/administration committee in accordance with Board Policy 2210 and the Bylaws of the SMC Academic Senate to include 2:1 ratio of faculty to administrators: 6-8 regular or contract faculty members and 3- 4 administrators. Ex-officio resource staff from relevant areas such as Institutional Research may be invited to join the committee.

1. Administrators are appointed by the Superintendent/President or designee. One of the administrators will be designated to serve as vice-chair to the Committee.
2. A regular or contract faculty member is appointed by the Academic Senate president to serve as Committee chair. Regular or contract faculty members are recruited to serve a minimum term of one academic year by the Committee chair.

Functions

The functions of the Program Review Committee, as detailed in the Academic Senate Constitution and Bylaws, and in compliance with *Title 5 §51022[a]*, *§55000.5* and *§55130*, ACCJC Standard IIA(2)e, and the Education Code Section 78016, include the following:

- A. Evaluate, modify and update the process for Program Review.

- B. Support all instructional, student and instructional support services, and administrative services programs in their ongoing self-reflection, self-evaluation, and planning efforts for continuous improvement on two-year (progress update) and six-year (comprehensive) cycles.

- C. Provide all programs in the comprehensive review cycle with both formative and summative feedback.

- D. Prepare an annual report to the District Planning Advisory Council (DPAC) based on overarching trends and needs observed across programs' self-evaluation reports.