

VP SENATE PROPOSAL

1<sup>st</sup> Read - April 1 2026

2<sup>nd</sup> Read – Tabled April 15 2026

2<sup>nd</sup> Read – Tabled April 29<sup>th</sup> 2026

## COMMITTEES REPORTING TO ACADEMIC SENATE

### 12.4 PROGRAM REVIEW COMMITTEE

Governance Body: Academic Senate; Approved 25 February 2026

Last committee review cycle: *Pending first review cycle for 2026-2028*

#### CHARGE:

The Program Review Committee leads and manages the academic program review process, in alignment with ACCJC accreditation standards and linking self-evaluation to institutional planning. For purposes of this committee's scope, academic programs are defined as instructional programs and student services programs in which faculty hold primary responsibility for design, delivery, or oversight of program outcomes. The committee develops and refines program review processes, standards, and criteria through faculty-driven, evidence-based evaluation. Resource needs are collected and synthesized through academic program review and they shall be forwarded to the Planning and Resource Allocation Committee.

*Note: Programs that are primarily administrative or operational in nature fall under the purview of the Institutional Effectiveness Committee. Where program classification is in question, the Academic Senate President and College President shall jointly determine committee assignment.*

*Every committee charge at Valley College is structured around two categories of work: Responsibilities and Tasks. Responsibilities are the ongoing, strategic functions the committee holds year after year as part of its core charge. Tasks are concrete, time-bound actions with a defined timeline and expected output. The tasks listed here are not exhaustive; additional tasks may emerge from institutional need or be assigned by the committee's governing body, and the committee is expected to respond to those directions as part of its governance obligation.*

#### Responsibilities:

- Oversee and maintain the academic program review process, in compliance with ACCJC accreditation standards
- Ensure the program review process is data-driven, equity-informed, and uses disaggregated data to identify equity gaps and implement strategies for improvement
- Integrate SLOs, SAOs, and PLOs into program review, ensuring alignment of course, program, and institutional outcomes
- Provide ongoing training, mentorship, and support to program review authors
- Rank and recommend resource needs identified through academic program review and forward prioritized recommendations to PRAC for institutional-level prioritization
- Coordinate with the Institutional Effectiveness Committee (IEC) to align academic program review findings with institutional planning and to resolve program classification questions as they arise
- Communicate processes and outcomes to the faculty community

- Evaluate the program review process on a regular cycle for inclusiveness, effectiveness, and transparency; gather feedback and implement improvements to ensure sustainable continuous quality improvement

**Tasks:**

The Program Review Committee meets regularly to engage in the discussion, planning, and implementation of the following tasks:

- Establish and communicate the annual program review cycle, including timelines, deadlines, and the yearly ASPIRE focus
- Develop and refine program review forms, templates, and criteria as needed
- Provide annual workshops and trainings on program review processes, including self-study development, meta-analysis, SWOT analysis, and resource request preparation
- Provide formative feedback and recommendations to programs participating in the annual review process
- Coordinate with Institutional Research to ensure programs have access to relevant disaggregated data, and identify gaps in data availability that limit program self-evaluation
- Analyze completed program reviews to identify cross-cutting themes, emerging trends, equity gaps, and shared challenges
- Compile and submit the annual ranked academic resource needs report to PRAC
- Publish an annual summative report and brief the Academic Senate on the state of academic programs, including emerging directions, strengths, areas of concern, and insights gained through the self-evaluation process

# COMMITTEE DETAILS – PROPOSAL ACADEMIC SENATE –6 MAY ‘26| 2<sup>ND</sup> READ

## COMMITTEE COMPOSITION:

The committee will maintain an informational website: [Valley College Academic Senate Program Review](https://www.valleycollege.edu/about-sbvc/campus-committees/program-review/index.php)  
<https://www.valleycollege.edu/about-sbvc/campus-committees/program-review/index.php>

<b>Reporting Relationship:</b>	Academic Senate
<b>Chairperson (Academic Senate):</b>	Faculty elected according to the process established in the Academic Senate bylaws
<b>Chairperson (Management)</b>	1, College President Designee ( <i>non-voting</i> )
<i>Chair as Voting Member?</i>	In the event of a tie vote, discussion shall be re-opened and a second vote taken. If the tie persists, the faculty chair shall cast the deciding vote.
<i>Chair Serves on College Council?</i>	No
<b>Voting Members</b>	
<i>Faculty:</i>	2 faculty from each division represented on campus with an exception on Instructional support services
	2   Academic Services, Business & Computer Technology
	2   Arts & Humanities
	2   Applied Technology & Transportation
	2   Counseling
	2   Academic Services, Business & Computer Technology
	2   Health Sciences
	1   Instructional Support Services
	2   Kinesiology, Health & Athletics
	2   Science & Mathematics
	2   Social Sciences & Human Development
<i>Students:</i>	1   ASG/Student Senate
<b>Voting Members Term:</b>	2 years
<b>Quorum # (50%+1):</b>	11
<b>Non-Voting Resource Members</b>	
<i>Classified Professionals:</i>	1   Classified Senate designee
<i>Faculty:</i>	Academic Senate President
	Chair of Chairs
	Outcomes Faculty Lead
<i>Management:</i>	1   VP of Instruction designee
	1   VP of Student Services designee
	1   Institutional Effectiveness Committee Co-Chair
	1   Planning and Resource Allocation Committee Co-Chair
	1   Facilities, Safety, and Technology Co-Chair
<i>Students:</i>	1  ASG/Student Senate
<b>Non-Voting Administrative Assistant (Note-taker)</b>	1   Management designee
<b>Meeting Frequency</b>	Bi-monthly   TBD Weekday and TBD time