Program Assessment Committee

Final Report to the Academic Senate, 2014-2015

Members:
Rocio Guillen-Castrillo, CSM (fall 2014)
Ann Fiegen, Library
Michelle Ramos-Pellicia CHABSS-AH
Catalin Ratiu, CoBA
Linda Shaw, Co-Chair, CHABSS-SS
Jill Weigt, Co-Chair, Faculty at Large
Regina Eisenbach, Dean, Academic Programs
Wesley Schultz, AVP Research, Dean of Graduate Studies
Melissa Simnitt, Assessment Specialist
Alejandra Sanchez, Staff

PAC 2014-15 AY Accomplishments

The PAC accomplished a considerable amount of work during the current AY which included reviewing all Program Review documents that include: Program Self Study, External Reviewers’ Report, Program Responses to External Reviewers’ Report, and College Dean’s Report. Based on its review of these documents, the PAC also makes a recommendation (based on criteria contained in the Program Review Policy and Guidelines) for the length of the next review cycle as well as recommendations to the program and administration for ways to enhance and strengthen the program prior to the next review.

During the past AY, the PAC has responded to reviews for the following degree programs: Applied Physics B.S., Chemistry and Biochemistry B.S., Economics B.A., Anthropology B.A., Kinesiology B.A., Mass Media B.A., Spanish M.A., Biotechnology B.S., and Nursing M.S., and Special Major B.A.

The Program Review documents, as well as PAC’s responses and recommendations, were considered by those involved in developing the MOUs that guide program planning during the next review cycle as stipulated by the Program Review Policy and Guidelines. The PAC Chairs’ tasks that are associated with completion of the PAC’s work on Program Reviews are listed separately in the section below.

In addition to the tasks performed by the PAC committee members, the PAC Co-Chairs engaged in the following additional activities: writing the summary letters and making recommendations for the future plans for each Program Review. These letters (which averaged 25 pages) are central to the final step of the Program Review process, the Memorandum of Understanding, because they organize and synthesize the various reviewers’ responses to the Program Review, providing an in-depth summary for the department representatives, the PAC Chair(s), the College Dean, the Dean of Academic Programs, and the Provost to work from in developing the MOU.
The PAC Chairs also undertook the following additional tasks: participated in meetings for the Program Discontinuation process (two this year), participated in orientation meetings for the programs undergoing review in the next academic year, responded to questions from department chairs and Program Review leads throughout the two-year review cycle, met with the external reviewers for each program review to respond to questions about the Program Review process and about expectations regarding the External Reviewers' Report, participated in MOU meetings, worked with the Dean of Academic Programs to draft the document that specifies the actions that parties to the MOU process have agreed upon, and coordinated the work of the PAC (e.g., organizing the committee’s work, preparing minutes and agendas, etc.) to ensure that PAC meets deadlines for completing its responses to Programs Reviews.

**PAC 2015-16 AY Agenda**

During the 2015-16 AY, the PAC will review and respond to Program Reviews from the following degree programs: Psychology B.A., Psychology M.A., Global Studies B.A., Mathematics B.S., Mathematics M.S., and Visual and Performing Arts B.A.

In addition, the PAC will also review and respond to mid-review cycle Interim Reports from the following degree programs: Education M.A., Educational Leadership Ed.D., Nursing B.S., Liberal Studies B.A., and Biotechnology M.S. The purpose of the Interim Reports is to enable programs to discuss their progress, as well as the obstacles they encounter, in meeting MOU goals and for the PAC to provide guidance and constructive feedback to the program prior to the next Program Review.

**PAC 2014-15 AY Chair(s) and Meeting Time**

PAC Chair(s): TBD

PAC Meeting Times: TBD