

Ventura College

2014-2015 Program Review

Non-Staffing Priorities Timeline

April, 2014	Planning Parameters for FY 2014-15 program review process presented to College Planning Council and distributed to campus via email from College President
September, 2014	College President provides updated Planning Parameters for FY 2014-15 to the campus
October, 2014	Special Department Chairs and Coordinators meeting to review program review requirements for <u>2014-2015</u> . Provide directions, templates, and data to lead instructional and service individuals.
Oct. - Nov., 2014	Staffing priorities takes place.
January, 2015	Program faculty and staff work collaboratively to complete program review reports.
February 6, 2015	First draft of program reviews due to division deans for review.
February 9-12, 2015	Program reviews read by deans and distributed to faculty and staff within the division for review
February 17-20, 2015	First division program review meetings: Program faculty and staff present overview to entire division and collaborate, where possible, on initiatives.
February 23-27, 2015	Department Chairs and Service Unit leads make final revisions to program review documents, continuing to work with respective dean.
March 2-5, 2015	Second division program review meeting: Program faculty and staff prioritize initiatives, by category.
March 9, 2015	Final program reviews due to division deans
March 13, 2015	Deans forward all completed program reviews and initiatives spreadsheets to EVP's office by 5:00 pm
March 16, 2015	Initiatives spreadsheets sent to campus committees (BRC, FOG, Technology, etc.)
March 16-26, 2015	Campus committees prioritize initiatives
March 27, 2015	Campus Committees send prioritized list to EVP office or designee
March 25, 2015	Program Review division presentations to College Planning Council - 3pm to 5pm. Program Discontinuance presentations will be made at the end of the division presentation for that program. Status report for last year's program discontinuance. Appeals (if necessary) will be heard (after all presentations have been completed). CPC provides comments about program review process.
April, 29 2015	Final prioritized initiatives presented by Executive Team to CPC. EVP or designee completes Final Program Review Report. Report becomes part of the College Planning Report. CPC comments about program review process gathered on the final day.
April, 2015	EVP attends Department Chairs and Coordinators' Council to gather input on program review process. Survey campus of the process.
May, 2015	Program Review Subcommittee meets and makes improvements to program review process.