Program Review: linking budget, mission, and outcomes assessment with planning

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What is “program review”?

- CCSF has conducted annual program review since 2008-2009
- Annual program review covers not just “programs” but also departments, offices, and services
- Annual program review incorporates assessment, planning, and budget requests – Looking at last year to plan for next year
- Annual program review has implications for staffing, technology, facilities, and other college resources
How far along are we in implementing program review?

- The 2012 & 2013 visiting teams felt we had a solid framework which needed to be fully and consistently implemented.

- To address these concerns we have identified areas to improve based on input from the college community – see evaluation section at [www.ccsf.edu/programreview](http://www.ccsf.edu/programreview).

- We’re further along now than ever before because we have actually funded requests from program review! – see funded priorities at [www.ccsf.edu/prev_fy1314](http://www.ccsf.edu/prev_fy1314).

How does program review connect to assessment?

- We need to “close the loop” and not only fund requests but assess whether implemented changes have led to improvements -- *what were the impacts*?

- SLOs and Program Review are explicitly interrelated through the following:
  - Question 4 summarization of actions taken as a result of SLOs
  - Responses to Questions 5 through 8 building upon Question 4
  - Specific criteria including SLOs used to rank requests
  - Questions and criteria can be viewed at [www.ccsf.edu/programreview](http://www.ccsf.edu/programreview).
How do we connect program review to Mission, Board Priorities, and Plans?

- Question 1 addresses connection to Mission
- Connect to plans and priorities throughout, whenever relevant. There is no right plan to link to – it depends on the topic and level of detail appropriate for the unit
- Keep in mind, one strong link is more important than many vague links
- Q: Is it possible to make the interrelationship of various plans clearer and eliminate redundancy? A: Some redundancy is necessary because plans are at different levels of detail (e.g., Board Priorities and Strategic Priorities are broad, the Tech Plan is more detailed). We will work on making the levels

What about connections to Perkins? What happened to FPAC?

- Perkins uses program review as a primary data point, but due to grant requirements Perkins has an additional application and screening process
- Q: What will be happening with requests for faculty positions? A: We’re still working that out, but if you have a need put it in your program review – when in doubt, put it in.
- Q: Will next year’s list be intermingled again? A: Yes, requests will be intermingled. While it’s hard to compare apples to oranges (e.g., requests for FTE versus requests for technology), that forces us to see a truer list of needs. However, that hasn’t and won’t prevented additional sorts by category (e.g., staffing,
Why do we all have to use the same format?

- The Planning Committee and others at the College need to be able to compare and synthesize across many program reviews (e.g., SLO Impacts Report)
- We hope to make use of technology to make the synthesis easier, but the technology won’t allow embedded tables
- Q: Does that mean I can’t embed images? What about tables? A: Please include web links to these types of resources. We can help if you don’t know how.

How can I learn more?

- Materials are posted online for transparent documentation and to support robust dialogue about outcomes for all facets of the College:
  - [www.ccsf.edu/slos](http://www.ccsf.edu/slos) -- includes Program Reviews
  - [www.ccsf.edu/programreview](http://www.ccsf.edu/programreview) -- includes SLOs
- Biweekly emails from “research@ccsf.edu” to keep everyone informed as we go through each “step” of the annual program review cycle
- Q: Will you have other presentations and workshops? A: Yes!
Final Recap

- Program Review and SLOs cover every aspect of the institution
- Both are improvement-focused via the assessment loop (assess, decide, implement, re-assess)
- Both strive for transparent documentation and robust dialogue
- Get involved!! Ask your supervisor or department chair how you can help!
- Questions? Suggestions? Send an email to research@ccsf.edu