Program Review
Per CCSNH Board policy, all associate degree and certificate programs undergo a program review every
five years. Under some circumstances, programs may be reviewed more frequently. The program review
process provides the information necessary to document programmatic strengths and identify areas of
potential improvement. Some academic programs undergo a review by an external accrediting body. In
these cases, the independent accreditation review fulfills the aforementioned requirement of the
academic program review process.
During the program review process, Program Coordinators work closely with the AVPAA to construct a
detailed report describing all aspects of the program. This report includes information on program size,
student body demographics, faculty credentials, student success data, student learning outcome
metrics, program purpose and goals, the continued need for the program, enrollment trends, potential
program growth opportunities, adequacy of resources, and employment opportunities for students.
Once completed, the report is submitted to the Program Review Committee for review. At that point,
the committee reviews the report, meets with the PC, and constructs a report detailing the strengths of
the program as well as the areas of potential improvement.
The primary goals of the program review are to: x Identify program goals and relate them to the College’s mission and the needs of the
community x Ensure that the program still offers the skills needed to compete in its field of specialization and
is relevant to current and future job markets and/or four-year college aspirations. x Evaluate the performance of the program with regard to student success, i.e., persistence,
completion, transfer, learning outcome achievement, gainful employment, and licensure
passage rates. Document the quality and adequacy of program staffing, including the Program
Advisory Committee. x Analyze the availability and utilization of educational resources, including technology, software,
and support services. x Evaluate the overall strengths, weaknesses, and needs of the program.