Formal Program Renewal Flowchart

Program Review and Renewal Policy C.3.2

(Data Sources Table and Timeline Appendices compliment this flowchart)

Begin

VP Education establishes three-year renewal plan → Area Dean appoints Formal Program Renewal Committee (FPRC) members → FPRC Chair compiles and posts to Moodle curriculum documents & other preliminary research data → FPRC Chair interviews VP Education, Department Head/Coordinator and/or area Dean and documents key issues & questions

FPRC Chair meets with the program faculty & staff for renewal process orientation → Initial Meeting: FPRC sets up procedure and timelines for collecting information → Program Dean may also add other external or internal members, in conjunction with Department Head/Coordinator; department conducts self-study; written reports provided by FPRC Chair → FPRC accepts further submissions and research including data relating to curriculum, student outcomes reports, physical environment and resources, program planning and administration, faculty and staff & support services

FPRC reviews all data, documents and responses, and prepares draft report → Program faculty and area Dean respond to draft report and ask for clarification if needed → FPRC prepares and submits final report and recommendations to Dean and VP Education → Area Dean, faculty & staff establish action plan; VP Education responds to report & action plan, and seeks Education Council's advice; area Dean shares report with college community

End