AP 4021 Program Evaluation Committee Process

The program is identified via Request to Initiate Program Revitalization, Suspension, or Discontinuance

Academic Affairs Council and Academic Senate review the request form

One or both bodies recommend program evaluation

Vice-President of Academic Affairs convenes a Program Evaluation Committee (PEC)

The PEC conducts a thorough program evaluation and creates a written report with recommendations to the Academic Affairs Council:
- Continuance (no program changes)
- Revitalization (program plan)
- Suspension (see text of AP)
- Discontinuance (after failed revitalization; see text of AP)

PEC co-chairs present report and recommendations to the Academic Senate

Academic Senate votes to support the recommendations of the PEC; program faculty and administrators informed of action and recommendations

Recommendation to suspend or discontinue will be submitted to the Office of the Superintendent/President and placed on the agenda of the Board of Trustees for approval consideration

BOT approves the Academic Senate recommendation

Recommendation to suspend or discontinue is implemented

Both bodies decline → no further action

If one body declines → PEC conducts a preliminary evaluation and determines further action

Further evaluation recommended

No further action

Decline to support recommendations → no further action; program faculty and administrators informed of action

Report recommendations implemented

BOT declines to approve Academic Senate recommendation

BOT, upon request, will provide a written explanation for not accepting the recommendation of the Academic Senate

Note: Program modification will also depend upon identifying appropriate levels and sources of funding if needed.