



SANTA ANA COLLEGE

Santa Ana College Program Review: Santa Ana College Program Review

- **Santa Ana College Program Review**
- **Programs and Areas up for Four Year Review**
- **Research and Data**

Deadlines and Information

Santa Ana College strives to be a dynamic learning community that inspires, transforms, and empowers students through quality programs and enthusiastic teaching, learning, and serving. The program review process is designed to ensure excellent educational programs that address student and community needs. As program review is a continual and purposeful process of self-evaluation, it is helpful to focus on where your program is now from a variety of perspectives as well as where you want the program to be in the future and how and when your program will reach that point.

The purpose for program review is to:

- Provide quality programs through peer review and self-evaluation
- Develop a meaningful system for collection and reflection of learning assessments and other effectiveness measures
- Ensure that the program meets its stated mission and addresses the strategic directions of the college
- Recognize and celebrate achievements and successes
- Identify and address trends, concerns and difficulties
- Address and fulfill accreditation requirements.

Timeframes and Due Dates for program review will be:

- 4-year Program Review documentation [is due in Fall](#), 1st week of November. This is to ensure it is completed in time to apply needs/goals to your Spring RAR request.
- 4-year Program Review documentation should be given to your dean or V.P., a program review co-chair (either Jaki King or Brenda Estrada), and saved either on the H Drive, One Drive, or Teams.
- 4-year Program Review presentations will not take place until the following Spring semester
- Example: Your 4-year program review document is due to the Program Review committee and your Dean or V.P. by the 1st week of November in 2021. Your program will then utilize what you learned in your 4-year review to request funds during the 2022 Spring Semester, you will also present your review to the Program Review committee during the Spring 2022 semester, who will give feedback/suggestions/praise.
- Annual reviews should also be completed every Fall semester as these will also be used during the Spring funding requests. Your Annual Review **do not** need to be turned into the program review co-chairs.
- The program or service area should reflect on the past 4 academic years. For example, if your 4-year is due in Fall of 2021, you will reflect on and collect data from the following academic years: 17/18, 18/19, 19/20, 20/21.
- If you are on your up for a 4-year review, you **do not need** to complete an annual that year.

Naming Conventions of the Program Review

- For Annual Reviews please name your file as follows: programname_annual_review_2021.docx (or pdf)
- For 4-Year Reviews please name your file as follows: programname_4year_review_2021.docx (or pdf)

- Example: LearningCenter_4year_Review_2021.docx

Four Year Program Review Template

Below you will find both the Instructional and the Service Area 4 year program review templates.

For more information please email Jaki King at king_jaki@sac.edu

- [Academic and Instructional Programs 4 Year Program Review Template](#)

Last updated: 10/23/2020

- [Student Services and Academic Support Services 4 Year Program Review Template](#)

Last updated: 10/23/2020

Annual Program Review Template

Below you will find both the Instructional and the Service Area Annual program review templates.

For more information please email Jaki King at king_jaki@sac.edu

- [Academic and Instructional Program Annual Review](#)

Last updated: 10/23/2020

- [Student Services and Academic Support Services Annual Review](#)

Last updated: 10/23/2020

2020 PR Workshop Recording