
Program and Accreditation Review (PAR) Committee

Role:

The Program and Accreditation Review (PAR) committee provides oversight for institutional effectiveness including:

Accreditation

Implementation and monitoring of the program review process linking assessment to resource allocation

Goal:

The PAR will oversee and coordinate work with constituency groups and other college committees to ensure the college meets accreditation standards. Additionally, PAR will provide positive and engaged guidance and oversight to the program review process ensuring that all program reviews are up-to-date, complete, and aligned with key college and district planning documents.

Products:

Required Accreditation Response documents and program reviews

Annual Agenda:

Fall Semester:

- Verify that constituent members are assigned per the representation outlined in the Planning and Governance Manual
- Review Planning and Governance Manual and PAR's annual agenda
- Review program review resources (templates, dashboards, documents, etc.) and process.
- Establishes committee goals for the academic year
- Create tracking sheet and due dates for program reviews that are due during the academic year. The cycle for program review is the following:
- CTE programs due every 2 years
- Instructional and Institutional Support Programs due every 4 years with midterm report due every 2 years
- Assign committee members to provide support for individuals who are assigned program review and contact program leads with information needed to complete program review process
- Work with the district Office of Institutional Effectiveness to identify data needs and to distribute data to college personnel
- Provide technical assistance at workshops for program review participants to complete their program reviews by due date

Spring Semester:

- Verify that constituent members are assigned per the representation outlined in the Planning and Governance Manual
- Review Planning and Governance Manual and PAR's annual agenda
- Maintain and review tracking sheet and communicate results to PGC
- Work with program review participants to complete program review process including presentation at PGC and budget allocation requests
- Review end-of-year progress on goals and provide any requested reports
- Biennially review WHCCD Committee Communication and Effectiveness Survey results and assess PAR effectiveness.
- Annually assess effectiveness of program review processes.
- As applicable, make recommendations to PGC to change PAR structure, process, or communication methods.

- Assess new program review forms and integrated processes
- Prepare Committee Year-End Report and submits to PGC by May 1st

Membership:

Chair – CTE Dean

Accreditation Liaison Officer (ALO)

1 – Student Services Administrator

5 - Faculty Representatives (one per learning area)

2 - Classified Staff Representatives

1 - Student Representative

Ad Hoc (non-voting) members

1- Budget Allocation Committee Chairperson or designee

1- District Director of Accreditation, Research, Institutional Effectiveness, and Planning or designee (non-voting)

1 - Outcomes and Assessments Committee (OAC Chair)

Reporting Relationship:

Planning and Governance Council

Meeting Schedule:

2nd Monday of every month from 2:30 p.m.-4:00 pm