

What is Program Review?

Program review is a self-evaluation process by which programs assess their current state, consider the environment in which the program exists, and develop strategies to enhance program effectiveness.

CPR, APP, ALUR: How Do They Relate?

Skyline College uses three different instruments in an ongoing cycle of program review. CPR and APP are completed by instructional and student service programs. CPR is the most comprehensive and involves a thorough analysis of the program and its environment. It generally takes several months to complete. APP is a more focused annual update to the CPR. The ALUR is completed by administrative units. The approach varies based on unit structure but involves a summarized assessment of the unit as a whole. The assessment may consolidate information across multiple programs (e.g., departments within an instructional division) or across the functions of the unit as a whole (e.g., PRIE). CPRs and APPs completed by departments within the unit inform the ALUR.

	Comprehensive Program Review (CPR)	Annual Program Planning (APP)	Administrative Leadership Unit Review (ALUR)
When	Every 6 years	Annually, except during CPR	Annually
Who	Program Review Team	Program Review Team	Administrator
What	Instructional and Student Service Programs	Instructional and Student Service Programs	Administrative Units
Type	Comprehensive holistic review	Focused review and progress update	Summarized review and progress update

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Why Use SPOL for Program Review?

Accreditation requirements include demonstrating a **comprehensive** and **integrated** process for program review, planning, and resource allocation. SPOL provides the framework for integrating the components through three modules:

- **Program Review & Accreditation Module** – This is where the descriptive narrative is written for CPR, APP, ALUR, and the accreditation self-evaluation (self-study).
- **Planning Module** – This is where action plans (objectives) and resource requests are created.
- **Budget Review** – This is where administrators recommend resource requests for funding during the annual budgeting process. At the end of the review, funded amounts are recorded on the original request.

Each SPOL module also includes approval chains and feedback mechanisms.

Attributes of an Exemplary Program Review

Faculty and staff sometimes request a sample of a high-quality program review document. While a model could convey the “nuts and bolts”, the reflection and dialogue which inform the narrative are unique to each program. To discern whether responses are comprehensive, it may help to ponder these questions:

- Was the assessment and analysis (including review of data) sufficient to form meaningful conclusions?
- Was there an opportunity for dialogue and reflection about what was learned? When appropriate, did the program ask tough questions and dig beyond surface issues?
- Do the strategies articulated have the potential to enhance program practices resulting in improved program effectiveness, student learning, and achievement?
- Are the objectives (action plans) submitted in SPOL measurable, time-based, and attainable?
- Does the program have sufficient resources to achieve the objectives? If not, were resource requests included in SPOL?
- Do the responses recorded in SPOL provide enough detail that the reader can reasonably understand the current state of the program, aspirations, strategies for enhancement, action plans, and resource needs?