# North Hennepin Community College

## Policy Information

**Number: 3.53**

**Name: Program Review**

Effective Date: May 13, 2022

Next Review Date: AY 2026–2027

**Regulatory Authority**

- Minnesota State Board Policy 3.36

## Part 1. Policy Background.

As part of accreditation, academic and student affairs will undergo Program Review on a continuous basis.

## Part 2. Programs.

- Rotate through the following components over a five-year period (or other cycle determined by outside accreditors):

    o Curriculum

    o Faculty

    o Partnerships

    o Resources

    o Year Five Summary & Report

- Review and maintain ELO maps."

- Report on ongoing assessment efforts and/or specific assessment projects designed to meet program needs."

Subpart B. Academic Affairs Programs without Unlimited Faculty MembersPrograms without Unlimited Faculty Members credentialed to teach in the program will work with their academic deans to determine a plan for review that is realistic and meets the needs of the program.

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NHCC allocates contractually defined Duty Days.

### Subpart A. Academic Affairs Programs with a Coordinator
If a program has a coordinator who is responsible only for that program, the coordinator is responsible for coordinating the efforts of the program faculty. The coordinator will work with their dean to ensure work is completed collaboratively by the department in a timely fashion.

### Subpart B. Academic Affairs Programs without a Coordinator
If a program shares their coordinator with other programs, program faculty members will establish a rotation schedule among the faculty associated with the program. Each faculty member will spend a designated period responsible for coordinating the efforts of the program faculty. The designated program review coordinator will work with their dean to ensure work is completed collaboratively by the department in a timely fashion.

### Subpart C. Small Programs
Small programs   employees will be given additional support by the College to complete their program review efforts. Support may include college resources such as additional clerical support, release time, or stipends.

- Updated 1-27-12

- Reviewed Fall 2021 to reflect current process and provide supports for departments of various sizes; review paused to incorporate Student Affairs

- Reviewed Spring 2022 to incorporate Student Affairs

- Updated 1-27-12

- Reviewed Fall 2021 to reflect current process and provide supports for departments of various sizes; review paused to incorporate Student Affairs