**CCCC PROGRAM REVIEW PROCESS**

Recommendations from the Academic Dean and Curriculum Committee to program faculty

Program Snapshot reviewed by Curriculum Committee and Academic Dean

Completed template submitted to the Academic Dean, Program Review Administrator, and Curriculum Committee

Program faculty work with mentor to assess program goals, highlights and concerns and revise goals for the next year using template

**Additional Edits Needed**

**No Further Edits Needed**

Program review document submitted to the Academic Dean, Program Review Administrator, and Curriculum Committee

Program Review Administrator provides program data and Program Snapshot template to program faculty for completing annual Program Snapshot

Program Review Administrator provides template to program faculty for reporting on current status of program goals

Program faculty use template to create Program Review document in consultation with assigned mentor

Program Review Administrator provides program data and Program Review template to program faculty for completing review

Assigns mentor to assist program faculty completing review

**New Program or Furlough Recommended**

Review forwarded to the Academic Dean and Dean of Administration for approval

Review forwarded to the President and Board for approval

Exit Meeting with Stakeholders for budgeting needs & Communicating results of review

Annual Program Review Summary document updated and disseminated to reflect results of current year reviews

Results of review communicated by the Curriculum Committee to program faculty, Academic Dean, Dean of Admin, Registrar, Business Office and Financial Aid

Review forwarded to the President for approval

Assigns mentor to assist program faculty in completing goal reports and Program Snapshots

**Spring Semester**

**Fall Semester**

**Scheduled Program Review Year**

**Recommendation for continuing program**

Program faculty meet with Curriculum Committee to conduct program review and evaluation

Mentor reviews and assists program faculty with editing

**Annually**

**All Programs**

**Curriculum Committee**

Program faculty work with mentor to complete report on status of program goals and any goal revisions using the template provided

Completed template submitted to Academic Dean, Program Review Administrator, and Curriculum Committee for final review and documentation

6.20.2023