

POLICY

In recognition of its responsibility for the efficient allocation of resources and its mission of service to the community, Ocean County College shall establish criteria for the evaluation of the effectiveness of its academic programs. These criteria will serve as guides when the College is deciding to continue, revise or terminate program.

ADOPTED: November 26, 1979

Reviewed: November 11, 1991

PROCEDURE

Academic program review provides on-going, faculty-based evaluation for the purpose of improving the quality of the college's instructional programs and ensuring that outcomes achieved are consistent with the mission and goals of the institution. The primary focus of academic assessment is on student learning outcomes and includes the review of all academic programs that award a degree.

Through program review the college determines that its academic programs are effective and that its students are learning. This is accomplished by assessing the degree to which

- students are learning the knowledge, skills, and habits of thought necessary to achieve the programs goals and objectives
- the program goals derive from and support the college mission and goals, the general education goals, and the purpose of the program
- the curriculum is coherent, current and consistent
- the instruction is effective in enabling student learning
- the environment is conducive to student learning
- the resources are adequate for the production of student learning

Each year the Committee on Outcomes Assessment will reserve a portion of its agenda for the purpose of program review. This committee will perform the function of receiving, evaluating, and responding to completed review reports as indicated below.

1. After the department dean, program coordinator, and/or departmental program review committee has completed the program review report, the dean will send a copy to the chair of the Committee on Outcomes Assessment, who will distribute copies to the members of the Committee on Outcomes Assessment.
2. The chair of the Committee on Outcomes Assessment will plan a meeting at which the department dean will present the report. Members of the College Council will be invited to attend this meeting and to engage in discussion.
3. The Committee on Outcomes Assessment will evaluate the program, as described in the program review report, using the following criteria:
 - a. Consistency of the program goals/objectives to the college mission statement and institutional goals and objectives.
 - b. Acceptability of the program to students enrolled in the program.
 - c. Acceptability of the program to the program advisory committee and the community
 - d. Transfer and/or employment possibilities for students graduating from the program.
 - e. Transfer and/or job performance of students after graduation.
 - f. Enrollment in specialized courses in the program.

4. The Committee on Outcomes Assessment will examine the program strengths, areas needing improvement, and suggestions for enhancing the program, as identified in the report, prepare a written response, attach this response to the report, and return the report to the department dean.
5. The department dean may enhance the program review process and/or report. He/she will then send a copy of the report to the Vice President of Academic Affairs.
6. The department dean will include a summary of this and any program review reports in his/her annual Departmental Report, which is available to the college community
7. The Committee on Outcomes Assessment shall share with the Curriculum Committee any program review reports for programs under consideration for termination. The Curriculum Committee and the Committee on Outcomes Assessment shall jointly offer to the College Council any recommendation for program termination.

ADOPTED: November 26, 1979

Revised: May 1, 2001

Revised: April 30, 2002