



POLICY TITLE
Academic Program Review

POLICY NUMBER
1-4100

Responsible Office: <i>Office of the Vice Chancellor for Academic and Student Affairs</i>	Effective Date: <i>02/22/2018</i>
Responsible Official: <i>Vice Chancellor for Academic and Student Affairs</i>	Last Reviewed Date: <i>02/13/2013</i>
Policy Classification: <i>Academic Affairs</i>	Origination Date: <i>02/16/2007</i>

I. POLICY STATEMENT

The Academic Program Review (APR) policy establishes the commitment of Baton Rouge Community College (BRCC) to the improvement of student outcomes in all academic programs. Elements of the APR include the assessment of program outcomes, general education outcomes, and program health. The APR process engages the entire academic community in the identification of strengths and weaknesses of each academic program for continuous improvement.

II. POLICY RATIONALE AND SCOPE

The APR policy allows for a comprehensive review of academic programs which ensures compliance with the *Principles of Accreditation* of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). Further, it is the duty of BRCC to evaluate the effectiveness of instruction for ongoing, continuous program improvement for the benefit of the students of the College. This policy applies to all programs approved by the Board of Supervisors for the Louisiana Community and Technical College System (LCTCS) and the State Board of Regents and thus appear on the active program inventory for BRCC maintained by the Board of Regents.

III. POLICY AUDIENCE

The APR policy applies to all faculty, program directors/managers, department chairs, and deans. The Vice Chancellor for Academic and Student Affairs, Vice Chancellor for Institutional Effectiveness and Strategic Initiatives, and the Faculty Senate Committees for Academic Program Assessment, Courses and Curricula, and General Education play key roles in the APR process.



IV. POLICY COMPLIANCE

Many of the SACSCOC Principles of Accreditation are statements that indicate the commitment of BRCC to maintaining control of the quality and integrity of its educational programs, to the identification and assessment of student outcomes for its educational programs, and to actively seeking improvement of student outcomes. Failure to adhere to this policy may result in the College being out of compliance with SACSCOC Principles and thus challenge continued SACSCOC accreditation.

V. POLICY DEFINITIONS

Academic community: students, faculty, staff, and administration.

Academic program: a combination of courses and/or requirements leading to a certificate, technical diploma, or associate degree for which semester credit hours are earned. The definition applies to a concentration within a degree as well.

Southern Association of Colleges and Schools Commission on Colleges (SACSCOC): the regional body for the accreditation of degree-granting higher education institutions in the Southern states (Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas, Virginia), Latin America, and other international sites.

Student Outcomes: For the purposes of this policy, Student Outcomes or Program Outcomes are broad statements of the knowledge, skills, and abilities of students who successfully complete the program of study.

VI. POLICY IMPLEMENTATION PROCEDURES

Detailed procedures and timelines for each component of APR are attached below:

Assessment of Program Outcomes:

Academic Program Review – NEW PROGRAM – Review, Approval, and Implementation

Academic Program Review – PROGRAM MODIFICATION – Review, Approval, and Implementation

Academic Program Review – Program Outcomes Assessment – Administrative Responsibilities

Academic Program Review – Program Outcomes Assessment – Faculty Responsibilities

Assessment of General Education Learning Outcomes:

Academic Program Review – General Education Learning Outcome Assessment

Assessment of Program Health:

Academic Program Health Index (PHI) Pathway and Timeline



VII. POLICY RELATED INFORMATION

BRCC Institutional Effectiveness and Strategic Initiatives Policy 6-001, Policy on Policies
Louisiana Community and Technical College System (LCTCS) Academic Policy 1.010,
Program Assessment
Louisiana Community and Technical College System (LCTCS) Academic Policy 1.014,
Assessment
SACSCOC *Principles of Accreditation* (2018)

VIII. POLICY EXCEPTION

Non-credit programs are not subject to this policy, consistent with BRCC’s reporting requirements to the Board of Regents and SACSCOC.

IX. POLICY HISTORY AND REVIEW CYCLE

This policy supersedes and represents a significant revision to BRCC’s Academic Affairs Policy 1.4100, Academic Program Assessment. As the College’s reporting requirements for compliance with state-level reporting and SACSCOC Principles have been revised, the previous policy did not accurately reflect the current status of academic program review. In addition, a clearer distinction is needed between what BRCC reports to SACSCOC and what BRCC is required to report to LCTCS and to the Board of Regents. Like other Academic Affairs policies, this policy is to be reviewed three years from the effective date of this revision. The effective date of this revision is the date on which it has been signed by the College’s Chancellor.

X. POLICY URL

This policy may be accessed on the BRCC website at www.mybrcc.edu.

XI. POLICY APPROVAL - SIGNATURE, NAME, TITLE, AND DATE OF OFFICIAL

Larissa Littleton-Steib, Ph.D.
Chancellor

2/22/18
Date
Effective Date of Policy