

## Proposal for Enhancements to the Comprehensive Program Review Process

The pilot three-year Comprehensive Program Review cycle has now been completed. Based on the feedback, the SPC has proposed the following recommendations to be incorporated into the Program Review process:

- Upon completion of report forms, Program Contacts will email the forms to [ir@taftcollege.edu](mailto:ir@taftcollege.edu).
- All forms will be housed in a shared drive, accessible to Vice Presidents for review. The goal is to make sure all submitted forms are accounted for and not lost.
- A text field will be added to the end of Comprehensive Review and Annual Update forms for correspondence and feedback provided by the area Vice President. By adding the text field, any recommendations made by the Vice President will be documented within the form. Recommendations will be forwarded back to the report author for review. Once recommendations are addressed, the forms will be resubmitted back to [ir@taftcollege.edu](mailto:ir@taftcollege.edu) and added to the shared drive.
- After the Governance Council has completed the ranking process, the ranked goals (spreadsheet) will be shared with the Program Contact. The following additional information will be included on the spreadsheet:
  - Funding sources identified by the Budget Committee
  - Funding source manager contact information.
- The Superintendent/President will notify Program Contacts if the goal will be funded. It will be the responsibility of the Program Contact to reach out to the funding source manager to implement the funding of the goal.