



Program Review Guidelines

Program Name (Title)

Name of new program

College submitting program

Program Submission Contact Person

First Name Last Name

Email

example@example.com

Initial Reviewer Name:

Name of person reviewing

Reviewed:

Month Day Year

A. Program Information:

Yes No Comments

Title

Submission Type

TOPS Code

Start Date

Catalog Description

Enrollment Completer Projections

B. Program Proposal Attributes:

Yes No Comments

Program Award Type

Program Goals

Program Outcomes

C. Course Units and Hours:

Yes No Comments

Total Certificate

Units for Degree Major

Total Units for Degree

D. Course Report:

Yes No Comments

Program Narrative (complete description of the program)

Program Requirements (Course, Title, Units, Year/Semester)

Course List

Program Requirements

Narrative Explanation per PCAH 8th edition: (p. 93 for Associates degrees, p. 97 for Certificate programs)

E. Supporting Documentation:

Yes No Comments

LMI/LMA

The [PCAH 8th Edition](#) expands on how LMI is determined (pg. 99-102)

F. Advisory Committee:

Yes No Comments

Advisory Minutes

Advisory Minutes: [PCA 8th edition](#) states:

Recommendation – includes advisory committee membership and meeting minutes that clearly detail the recommendation for the specific program being offered by the college:

Program Review Guidelines have been created in coordination with the specifications required from the PCA 8th edition. Regional Chair, Dr. Grimes' email sent on 10/23/2023 is attached below for more information and clarification.

[Program Review Rubric Email](#) from Regional Chair, Dr. Grimes