



ACADEMIC PROGRAM REVIEW

[\(MnSCU Policy 3.36\)](#)

(RCTC Policy 3.36)

Part 1. Purpose:

To provide regular review of Rochester and Technical Community College academic programs for the purpose of academic planning and improvement.

Part 2. Academic Program Review:

Rochester Community and Technical College shall review all programs/departments during a regular review cycle in alignment with the institution's Strategic and Master Academic Plan. Reviews shall be conducted by faculty in the respective areas, reported by the appropriate program leader/department-division coordinator, and verified by the appropriate Dean.

The Office of the Vice President of Academic Affairs shall provide detailed direction regarding the content and format of the required Program/Department Reviews.

Part 3. Elements of Academic Program Review

All Academic Program/Department reviews shall address the following: (a) progress toward academic goals, (b) utilization of budget resources and outcomes achieved, (c) analysis of data that contribute to efficiency, effectiveness and satisfaction, (d) assessment and progress toward learning outcomes, (e) continuous improvement goals and initiatives and (f) documentation of budget resources needed to achieve goals.

Part 4. Off Cycle Review

The President may schedule an off-cycle program review if program viability becomes a concern due to such factors as declining enrollments; declining rates of graduation, transfer, or job placement; increasing costs; accreditation concerns; questions raised by advisory committees, or the Minnesota State system office using the established accountability standards, measures and procedures. At the completion of the off-cycle program review, the President may provide to the Chancellor recommendations which may include retention, transfer, modification, reduction, suspension, or closure of the program.

Date of Implementation: Immediate Date of

Adoption: 7/1/96

Date of Revisions: 1/18/05; 4/28/2009; 11/30/16; 3/25/25