

Bristol Community College Functional Area Review Schedule

Group E: 2011-2012

Program or Department	Person(s) Responsible/Area Vice-President	Review Type: Internal, External, Other	Completed: Yes/ No/Ext.
LusoCentro	Jose Costa, Coordinator of LusoCentro/ <i>Sarah Garrett, VP of Academic Affairs</i>	Internal Review (CAS Standard 31: Multicultural Student Programs and Services)	
Pre-College TRIO Programs: Upward Bound and Educational Talent Search	Sarah Morrell, Director of Upward Bound and Educational Talent Search/ <i>Sarah Garrett, VP of Academic Affairs</i>	Internal Review (CAS Standard 38: TRIO and Other Educational Opportunity Programs)	
Title III Grant	Marianne Taylor, Dean of Grants/ <i>Joan Menard, Acting Vice President of Workforce Development, Lifelong Learning, Grant Development, and External Affairs</i>	External Review (with Annual/ Final Grant Performance Report)	
Public Safety/Campus Police	Wayne Wood, Director of Campus Safety/ <i>Steven Kenyon, VP of Admin and Finance</i>	External Review ((with federal and state Annual Reports)	
Planning, Research and Assessment (IR)	Rhonda Gabovitch, VP of Planning, Research and Assessment/ <i>John Sbraga, President</i>	Internal Review (CAS Standard 5: Outcomes Assessment and Program Evaluation)	
Athletics	Derek Viveiros, Athletic Director/ <i>Steven Ozug, VP of Students and Enrollment Management</i>	Internal Review (CAS Standard 33: Recreational Sports Programs)	

Notes: Emerging and New Programs will be added to the review cycle at the end of the current year in which they become active programs, allowing them four years before review is scheduled e.g. a program begins in 2011-2012, and is then placed in the review cycle for 2015-2016.

Programs preparing to undergo review should participate in College training the year before and the year in which the review is scheduled, and identify the type of review tool they will use in the year before review is scheduled to begin. The College offers annual program review training.

All programs are expected to conduct a review every five years. Final reports should be forwarded to the area Vice President and the Vice President of Institutional Research, Planning and Assessment.

Programs receiving a one-time extension remain in their original review cohort.

Updated review charts, including names, titles and reporting will be produced annually.