Program Review Question Description

Below are brief descriptions and or examples that provide context for the questions within the Program Review Survey. Please refer to this document if you are unsure of what a question means or how to answer it. Should you have any questions, you can contact the following resource people for Program Review based on the nature of the question:

- General process—John Hannigan
- SLO/PLO or ILO – Heidi Diamond
- Data – Inge Bond
- Budget Requests/Resource Allocation – Pat Fenton

GENERAL
What is the name of your program?

Person responsible for completing this program review.
Please type your name as the primary person responsible for this review.

Please list the names of others who will be involved in the program evaluation.
Program evaluation is a collaborative activity which includes full & part-time faculty, staff and students. List the names of those who have made contributions.

Describe any external influences that currently impact your program (federal or state regulation, advisory boards, etc)
This question provides programs with the opportunity to explore the effect(s) of external regulations, legal statues, licensing requirements, industry standards and other factors on its offerings and operations.

REVIEW STATUS
Is this a full or update program evaluation?
Check one. See the schedule of program reviews.

03/21/2013
PROGRAM PERFORMANCE DATA
List the types of data the program collects to demonstrate its effectiveness and efficiency in delivering
services (e.g. College Point of Service Survey, student retention data, student satisfaction surveys,
student progress tracking, service utilization data, and data to comply with state or other agency
requirements).
These data sources should be used in completing subsequent questions.

Based on the data collected, what conclusions do you draw about the program's efficiency and
effectiveness?
Depending upon the types of data collected, answers to this question could include an analysis of
enrollment changes, impact of program services on student retention and success, evidence of
compliance with regulations, utilization and level of satisfaction with program services.

Based on the above conclusions, what actions, objectives, or requests for resources does the program
propose?
This question provides programs with the opportunity to systematically explore goals, program
practices, and needed resources to improve the experiences students have with the program and to
address, where relevant, recommendations of the Student Success Act:
• Increase Student Readiness for College
• Strengthen Support for Entering Students
• Incentivize Successful Student Behaviors
• Improve the Education of Basic Skills Students
• Align Resources with Student Success Recommendations

This question also addresses an accreditation requirement that programs engage in ongoing evaluation
of program practices in support of improved student learning and achievement. Programs are
encouraged to research bench mark similar programs across the state.

How will the program measure the impact of the proposed changes?
The intent of this question is to have programs engage in continuous quality improvement efforts based
data collection and analyses. The program should address how implemented changes for improvement
will be monitored.

LEARNING OUTCOMES PART I
List program learning outcomes (PLOs) here (click here for college catalog):
This question addresses the accreditation requirement that all programs have learning outcomes.
Contact Heidi Diamond with any further questions regarding the program’s PLOs.

Identify the institutional learning outcomes (ILOs) that apply to your program:
Check all that apply.

Explain the connection(s) between the PLO(s) and the ILO(s) checked above:

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This question addresses the accreditation requirement that there be linkages between SLOs, PLOs, and ILOs. Phrase your answer to indicate what and/or how students demonstrate the learning outcome(s) not simply what activities or opportunities the program provides.

**Example:** After participating in college tours, students prepare and present PowerPoint presentations evaluating which college best fits their educational plans. This addresses the PLO: Students develop an educational plan with the goal to transfer to a 4-year institution and the ILO: Effective Communication.

**How does the program contribute to the fulfillment of the college mission?**
This question addresses the requirement that programs be aligned with the mission of a college. The response should be aligned with data that supports the preparation of students to transfer, reach career goals, or achieve academic excellences.

**Example:** The program offers multiple opportunities for students to develop study skills, learning strategies and time management techniques. Data from students participating in the study skills workshops shows that their course grades improved compared to students who did not participate.

**LEARNING OUTCOMES PART II**

**Has your program performed outcomes assessment in the last 3 years?**
If no, explain.
The intent of this question is to address accreditation requirements for ongoing, sustainable improvement in student learning.

**Based on your program's outcomes assessment(s), what improvements is your program implementing?**
The intent of this question is to address accreditation requirements for ongoing, sustainable improvement in student learning. Explain how the program plans on improving student learning. You need to identify actionable improvement(s). Note, these improvements may need more funding. Also, these improvement(s) will become goals with implementation dates.

**Example:** Many students are not passing intermediate algebra the first time they take the course. The program will seek funding to expand math boot to more students.

**Please describe any barriers to the planned improvements described in the outcomes assessment questions above.**
This question provides program the opportunity to analyze factors such as college structures, faculty limitations, decrease in external funding that are impeding SLO/PLO efforts. If resources are necessary, these must be included in the program’s budget requests.

**What goals have been established to evaluate the effectiveness of the improvement plans described above?**
The intent of this question is to have programs engage in continuous quality improvement efforts based on SLO and PLO analyses. The program should address how implemented changes for improvement will be monitored.

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Based on the program's outcomes assessments, what institution-level needs have been identified? The intent of this question is to solicit input regarding institutional changes that would assist the program in meeting its PLOs.

CONCLUSIONS
Describe notable accomplishments in serving your constituencies since the last program review. This question provides programs the opportunity to highlight changes or initiatives that positively affected its relationship with its constituencies.

What general conclusion(s) do you draw about your program's strengths and challenges in meeting its intended goals, objectives, and requests for resources? This question gives programs the opportunity to evaluate its strengths and present meeting its improvement plans.