

COMPREHENSIVE PROGRAM REVIEW AUTHOR ORIENTATION

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May 2020

OVERVIEW OF OUR HOUR TODAY

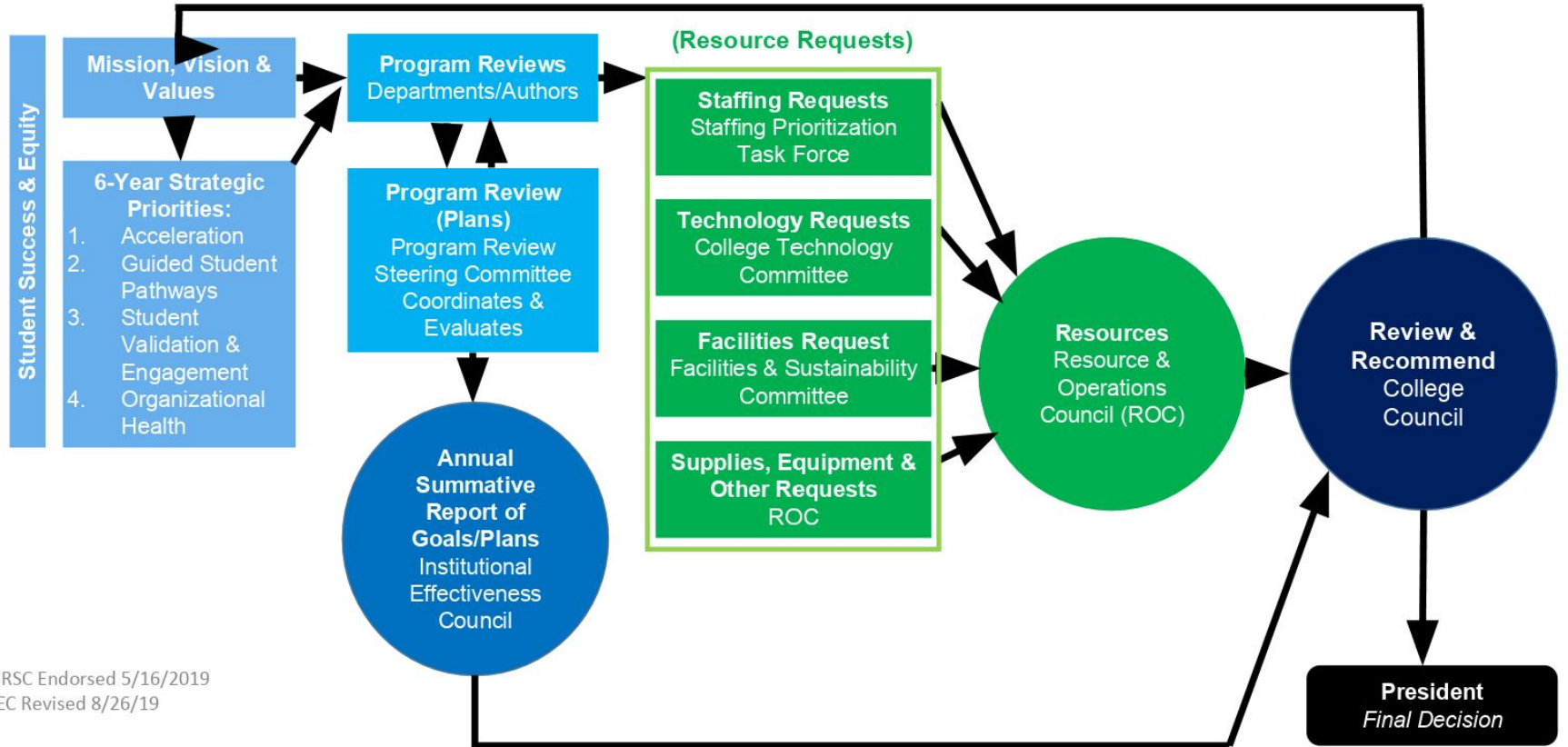
Welcome/intros/purpose of orientations (5 minutes)

Overview: Comprehensive Program Review Template (15-20 minutes)

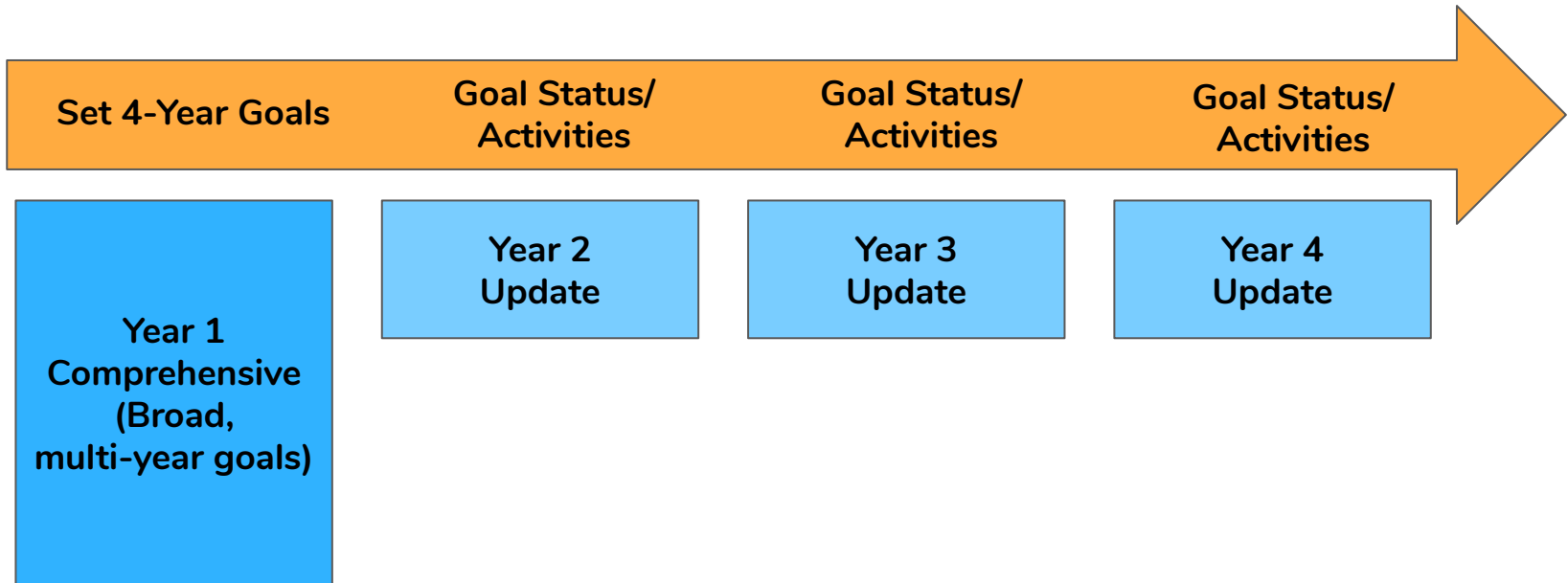
Setting Comprehensive Program Review Goals (10 minutes)

Department Information/Data Needs (10 minutes)

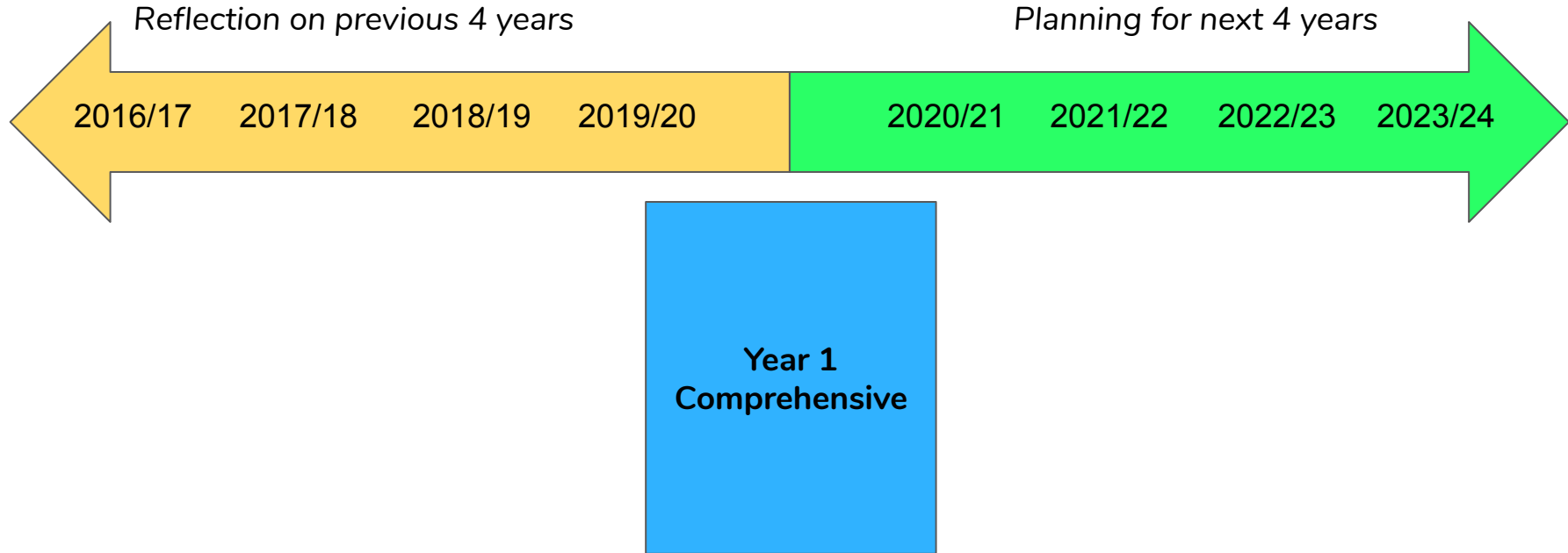
Plus any specific questions you have about the program review process :)



THE 4-YEAR PROGRAM REVIEW CYCLE: GOAL SETTING



TIME FRAME FOR COMPREHENSIVE PROGRAM REVIEWS



OVERVIEW: COMPREHENSIVE PROGRAM REVIEW TEMPLATE

Section I: Program Overview and Update

Section II: Program Reflection and Description

Section III: Course Curriculum, Assessment, and Student Success

Section IV: Degree and Certificate Programs

Section V: Previous Goals (Update/Close the Loop)

Section VI: New, 4-Year Goals

OVERVIEW: COMPREHENSIVE PROGRAM REVIEW SECTION I

Section I: Program Overview and Update

- List authors, collaborators, and manager



OVERVIEW: COMPREHENSIVE PROGRAM REVIEW SECTION II

Section II: Program Reflection and Description

- Program mission statement and how it advances the college mission, vision, and values
- How the program supports the implementation of guided pathways
- Catalog description of the program (and whether it is up to date)



OVERVIEW: COMPREHENSIVE PROGRAM REVIEW SECTION III

Section III: Course Curriculum, Assessment, and Student Success

- Curriculum assessment cycle
- Program efforts to prepare students for transfer
- High-level analysis of SLO assessment findings
- SLO-related challenges and successes
- Analysis of student achievement data overall and disaggregated
- Program plan(s) to achieve equitable student outcomes
- Distance education analysis and program efforts to achieve regular and effective contact

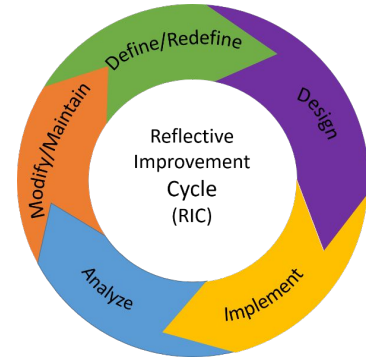


Image: Carroll
Community College

OVERVIEW: COMPREHENSIVE PROGRAM REVIEW SECTION IV

Section IV: Degree and Certificate Programs

- Analysis of awards conferred
- Description of program curriculum and PLO assessment cycles
- Anticipated changes to curriculum (based on internal or external factors)
- Analysis of program career exploration and demand (labor market data)
- Analysis of strengths, challenges, and external influences



OVERVIEW: COMPREHENSIVE PROGRAM REVIEW SECTION V

Section V: Previous Goals (Update/Close the Loop)

- Update on any active goals from your last program review - status, results, or explanation (if not met)
- Active goals include:
 - Any goals in your Spring 2020 program review that were not already achieved or deleted



OVERVIEW: COMPREHENSIVE PROGRAM REVIEW SECTION VI

Section VI: New 4-Year Goals

- Describe each overarching goal you hope to achieve in the next 4 years
- Goals should be broad and multi-year oriented
- Goals should imply change (creating something new, improving something)
- Describe link to college strategic goals
- Describe how goal was informed by assessment, data, info
- List action steps for the first year (2021-22)
- Describe how you will know that the goal was met

COMPREHENSIVE PROGRAM REVIEW DATA NEEDS

Standard Program Review Data Include

- 5 years of course success rates
 - Overall
 - Disaggregated by race/ethnicity, gender, distance ed status, course
- 5 years of productivity data
 - FTES, FTEF, Load (WSCH/FTEF), Fill Rate
- 5 years of awards conferred
 - College-wide report that lists awards conferred by type, associated discipline (if specified), and program title



COMPREHENSIVE PROGRAM REVIEW DATA NEEDS

Aside from standard program review data, what do you need to plan for your program?

- Assistance locating and analyzing labor market data?
- Assistance assessing data from other colleges with similar programs
- Assistance conducting surveys
- Other assistance?



OTHER QUESTIONS ABOUT COMPREHENSIVE PROGRAM REVIEW

What questions do you have about the program review process, templates, training, data, or available support?

How can we help you prepare for your comprehensive program review?