Program Review Template with Feedback Prompts

Program Review Prompts 2014-2015

Please answer the following prompts (in the gray boxes) in TracDat. The prompts correspond to the text boxes within TracDat.

1A) Name of Program

1B) Place a copy of the report of your completed Program SLO Plan (all 5 columns) in your Document folder with TracDat. (Please contact Jennifer Holmgren, the Educational Assessment Research Analyst, for your Program SLO reports.)

Enrollment, Achievement, and HR Data

2) Summarize and interpret the data for each of the following as they relate to your program:
   A) Enrollment
   B) Achievement
   C) HR (Staffing)

Feedback Rubric Prompts:

How has the program explained their data for the columns 1-3 (enrollment, achievement, staffing)?
   o Was the formatting clear?
   o Was the content concise yet sufficiently in depth?
   o Do you feel it was an accurate interpretation of the data?
   o Were the data effectively related to trends in student access and performance during the review cycle? If there were anomalies in the data, were they adequately explained?
   o Did the review explain how the staffing structure (including full-time to part-time ratio of faculty) has affected, positively or negatively, the program’s ability to fulfill its mission and goals?

Do you feel that you have an understanding of their program's accomplishments and areas for improvement, as related to their enrollment and achievement data?
   o What have they highlighted well?
   o How could they improve their explanation (not necessarily their data, but their summary)?

CTE Programs
   o Was achievement data related to employment of alumni in the program’s area of study addressed?
   o Was collaboration with industry partners including advisory committees discussed?
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SLOs

Based on analysis of course and program SLO assessment:

3A) Summarize the collected program data.

3B) How are program-level and course-level SLOs being implemented, assessed, and used for program improvement?

3C) Discuss how each action/change is based on ASLO results and how it will contribute to the improvement of the program.

Feedback Rubric Prompts:

How has the program explained their SLO data (class and program level)?
  o Did you like the format?
  o Was the content concise yet sufficiently in depth?
  o Were changes and responses made to the courses and/or program as a result of the data analysis?

Do you feel that you have an understanding of how the program has used their SLO data for program improvement?
  o What have they highlighted well?
  o How could they improve their explanation (not necessarily their data, but their summary)?

Projects and Strategies

4A) Based on the data from questions 1 – 3 and any other relevant internal or external data your department has collected, how have your department and program projects and strategies developed and changed over the past three years?

4B) Discuss the steps you have taken to address each project and strategy. What have been the results of these efforts?

4C) Based on the new data collected from SLO’s, what are your plans for change in the future?

Feedback Rubric Prompts:

Describe what appears to have contributed significantly to the program's plan development for the past three years.
  o Do they have a vision?
  o Have the data from questions 1-4 (of the program review template) informed their planning?

Do you feel that you have an understanding of their program's projects, strategies, and justifications?
  o What have they highlighted well?
  o How could they improve their explanation (not necessarily their data, but their summary)?
College Wide

5) Discuss how the program SLOs as well as the department **projects and strategies** integrate, articulate, and complement the institutional goals and initiatives. (How does your department fit into the big picture?)

For your reference, below are links to institutional goals:

- Educational Master Plan: [http://www.lbcc.edu/Planning/EMP11-16final.cfm](http://www.lbcc.edu/Planning/EMP11-16final.cfm)
- Annual Institutional Priorities: [http://www.lbcc.edu/Planning/LBCCPriorities.cfm](http://www.lbcc.edu/Planning/LBCCPriorities.cfm)
- Board of Trustees' Goals: [http://www.lbcc.edu/boardweb/boardgoals.pdf](http://www.lbcc.edu/boardweb/boardgoals.pdf)
- President's Agenda: [http://www.lbcc.edu/boardweb/PresidentsAgenda_2012-2013.pdf](http://www.lbcc.edu/boardweb/PresidentsAgenda_2012-2013.pdf)

**Feedback Rubric Prompts:**

Do you have a clear idea of how their program supports institutional goals?
- Did they reference the institutional goals and mission?
- What have they highlighted well?
- How could they improve their explanation?

How does their Program Review give you a clear idea of how their program fits into the college mission? How could they improve their articulation of that?