

Instructional-program-review-template

Program Context

1. Mission

Share how your program contributes to the college, fits into the college's mission, vision, and values, and contributes to the college's Education Master Plan. If your program has a mission statement, you may include it here.

What other academic programs and student/academic services does your program engage with? Examples of student/academic services include the Learning Center, Library, STEM Center, SparkPoint, Dream Center, etc. Another example, how does your program fit into any of the College's plans (such as Student Equity and Achievement Program, Technology, Strategic Enrollment, etc.)?

2. Articulation

Are there changes in curriculum or degree requirements at high schools or 4-year institutions that may impact your program? If so, describe the changes and your efforts to accommodate them. If no changes have occurred, please write "no known changes."

3. Community & Labor Needs

Are there changes in community needs, employment needs, technology, licensing, or accreditation that may affect your program? If so, describe these changes and your efforts to accommodate them. If no changes have occurred, please write "no known changes". CTE programs: identify the dates of your most recent advisory group meeting, its membership, and describe your advisory group's recommendations for your program.

Looking back

4 Progress Report -

4a IPC Feedback:

Provide your responses to all recommendations received in your last program review cycle.

4b. Progress Report - Prior Program Goals

Provide a summary of the progress you have made on the program goals identified in your last program review. Include any challenges that have prevented or limited your pursuit of the program goals.

Current State of the Program:

As stated in the 2022-2027 EMP: "Cañada College continuously assesses processes and removes barriers to student access, success, and completion." The program review is an essential part of that process.

- **For the following questions, please use the data provided by PRIE that indicates which groups are experiencing a disproportionate impact in your program.**
- **Please note: "program of study" refers to any specific degree or certificate that a student can complete. A "program" as a discipline may contain multiple programs of study.**

5a. Program Changes

List any significant changes that have occurred over the prior years in your program's curricular offerings, scheduling, or mode of delivery. **Please describe if any changes impacted specific programs of study within your discipline.** For decisions made by your department, explain the rationale for these changes. If applicable, how have state policy changes affected your **program** offerings?

5b: Program of Study Completeness

Look at your course offerings, in the last program review cycle: was it possible for a student to complete your certificate(s) or degree(s) while only completing courses at Cañada College? **If not, was your certificate(s) or degree(s) completable within the District?**

5c: Program of Study Maps

Review your discipline's currently listed program(s) of study maps. Are any updates needed? If so, please list the needed changes. (These changes will be forwarded to the PRIE office after the Program Review process is completed, or you may submit changes using the PRIE Data request form.)

6: Enrollment Trends and Changes

Use the data provided by PRIE to examine your enrollments by discipline and courses.

Analyze each of the following:

- **trends, significant changes, and any disproportionate enrollment impacts in course offerings.**
- **any disproportionate enrollments of student subpopulations indicated in PRIE data.**
- **trends in headcount, FTES, and load.**

Based on your analysis of the data, discuss what you believe is noteworthy.

If applicable, describe any other enrollment data that is relevant to your program, such as courses that are part of learning communities. You are welcome to include additional graphs or charts if they help your analysis.

For example, has there been a significant increase or drop in FTES or Load? If applicable, consider trends in class cancellation rates and how it might have affected your course offerings. If needed, consider how the pattern of course offerings (times/days/duration/delivery mode/number of sections) affected your enrollment.

NOTE: If additional sources of data are used, please upload these documents or provide links.

7: Retention and Success:

Please note: Retention rate counts enrollments who have earned a passing grade, a failing grade, or an incomplete grade.

Please note: Success rate counts enrollments who have earned a passing grade.

7a: Current retention and success data:

Describe the retention and student success rates in your courses and any disproportionate enrollment impacts using the data provided by PRIE.

7b: Online Success

The college has a goal of improving success in online courses. Using the data provided by PRIE, what significant gaps do you see in success between different course modalities: asynchronous, synchronous, hybrid, and face-to-face courses? Analyze any disproportionate online course retention and success rates by modality.

If your program does not offer online courses, please write “not applicable.”

8: Resource Changes

8a Impact of Prior Resource Applications

Describe the impact to date of previously requested new resources (assignment, equipment, facilities, research, funding) including both approved and non-approved resource request. What impact have these resources or lack of resources had on your program and measures of student success? Do you notice any disproportionate impact on any student populations? What have you been unable to accomplish due to resource requests that were not approved?

8b: Impact of Staffing Changes

Describe the impact on your program of any changes within the last program review cycle in staffing levels (for example, the addition, loss or reassignment of faculty/staff), in

particular how those changes impact student success. **Do you notice any disproportionate impact on any student populations?** If no changes have occurred please write "not applicable."

9. SLOs and PLOs

9A. SLO Assessment - Compliance

Are all active courses being systematically assessed over a three-year cycle? Refer to the Program's /Department's [Three-Year Assessment Plan](#) and describe how the plan is completed across sections and over time.

9B. SLO Assessment - Impact

Summarize the dialogue that has resulted from these course SLO assessments. What specific strategies have you implemented, based upon the results of your SLO assessment?

9C. PLO Assessment

Describe your program's Program Learning Outcomes assessment plan using your Program/Department's [Three Year Assessment Plan](#). Summarize the major findings of your PLO assessments. What are some improvements that have been implemented as a result of PLO assessment?

Looking Ahead: Program Planning and Goals

10. In this portion of program review, you will develop action plans based on your enrollment, retention, and success data (questions #6 and 7) for the most disproportionately impacted students.

Please note: your action plans will reflect the program's assessment of which equity issues need to or can be addressed.

Please note: action plans are measurable so that we can examine their success or failure, not because they are guaranteed to be successful. As part of our culture of continuous improvement, we encourage programs to pursue action plans that might or might not be successful. Successes and failures can both provide valuable information for programs.

10a. Improving enrollment

What changes could be implemented, including changes to course scheduling (times/days/duration/delivery mode/number of sections), curriculum, marketing, and articulation of pathways to improve **enrollment, particularly for disproportionately impacted student groups identified in Question 6?** If applicable, include plans for faculty recruitment and faculty training.

10b: Improving retention and success rates

What changes does your program propose to make to improve student course retention and

success, particularly for disproportionately impacted students identified in Question 7? How can the college help you improve student retention and success?

Consider course offerings, curricular and/or pedagogical changes. You are encouraged to collaborate with the Director of Equity and/or Faculty Equity Coordinator to develop strategies for addressing equity gaps **and to include those here**. Examples of possible strategies include trials of new equitable grading strategies, use of OER/ZTC textbooks, surveys to capture student voices and needs in the classroom, new or improved partnerships with student services, and/or plans for faculty recruitment and faculty training.

10c What specific strategies do you plan to implement, based upon the results of your SLO and PLO assessment, and **how do you anticipate those changes will contribute to more equitable outcomes?**

For Library

11A. Other Instruction & Services

Describe the programs' other instructional offerings (e.g. workshops, orientation) and menu of services (e.g. reference, tutoring). Report on student attendance and usage of these offerings. **Are there any disproportionately underserved student populations?** What changes could be made to improve these instructional offerings and services and/or improve student utilization?

11B. Resource & Facility Use

Describe your current usage of resources and facilities. How can your usage of resources or facilities be more effective?