Program Review Kick-Off Meeting

September 28, 2012
Agenda

- Welcome
  * Bill Neal
- Vice President’s Message
  * Max Checketts
- Program Review Overview
  * Kathy Pulotu
- Resources for Self-Studies
  * Paul Freebairn
- What I Wish I Knew Before I Started
  * Yifen Beus (with written comments by Mark Cannon)
- Q&A
Purpose of Program Review

Continuous program improvement
Program Review Cycle

- Prep
- Self-Study
- Site Visit
- QIP
- Action
Program Review Cycle

- Prep
- Self-Study
- Site Visit
- QIP
- Action
Preparation

- Kick-Off Meeting
- Select a date
- Recommend Review Team members
- Review last program review documents
- Make a plan
Self-Study

- Sections
  - Department Overview
  - Assessing Program Quality
  - Assessing Program Sustainability
  - Proposed Program Quality Improvement
- Draft Reading (2 months prior to site visit)
- Final Report (1 month prior to visit)
Site Visit

- Two-day visit
- Review Team meets with faculty, adjuncts, administrators, staff, students
- Review Team report
- Dean’s response
Quality Improvement Plan

- Create a 5-year plan for improvement
- Review QIP with Dean and VP for Academics
Implementation (Action)

- Follow your plan
  - Build QIP improvements into program plans over the next 5 years
  - Incorporate recommendations for changes into stewardship and budget reviews, assessment plans and department policy
Program Review Website

- http://assessment.byuh.edu/previews
Preparation: What’s Next?

- Kick-Off Meeting
- Select a date
- Recommend Review Team members
- Review last program review documents
- Make a plan
Timeline: Based on Site Visit

- Now until 2 months before
- 2 months before
- 1 month before Site Visit date
- 1 month after
- 3 months after

- Planning and Writing Self-Study
- Draft Due
- Final Report Due
- Site Visit
- Review Team Report
- QIP
Site Visit Dates 2013:

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Submit Site Visit dates by the end of October 2012

Submit Site Visit dates during Winter 2013