

Program Review Committee

Minutes

November 21, 2016

- 1) After some discussion it was decided to hold several orientation sessions yet this semester for Program Review lead faculty and chairpersons. These sessions are intended to demonstrate how a program team can access their data form, fiscal summary and cost model dashboard through Achievement Analytics (AA). Individuals that have completed the AA course will be able to download their documents during the session. Sessions will be 12/1 - 10:00, 12/6 - 2:00 and 12/9 - 12:30. Computer room TBA.**
- 2) April Magoteaux and MaryEllen Tancred led the review of their pilot program reviews. Both indicated an overall positive experience. Both faculty suggested that several of the success data points would make more sense and be easier to compare if reported in percentage rather than raw numbers. As we are very close to beginning the first cycle and all data points are aligned in Achievement Analytics, these changes will be worked on for the 2018 cycle. Both faculty reported that it took them approximately 5-6 hours to complete the narratives for the question and complete their goals. Dean Frole suggested that the answers to the questions be as specific to the program as possible.**
- 3) April is working on the Handbook for BEDT/H&H program review. Many of the sections will also be used in the AA/AS Handbook. The committee agreed that a definitions section in the handbook would be a great head and perhaps a FACs section. Some of these definitions would be specific to the data sets.**