

Academic Program Review Committee

Program: Nursing

Date Reviewed: 11.6.2014

Resubmittal Date: 11.25.2014

Please use these notes along with the comments from APRC members and your dean when revising this document.

General Comments:

- Strong work on this document – your first program review. Thank you for your work on this document.
- Complete data pending areas (i.e. 1.d, 2.h).
- Supplemental CTE Questions need to be addressed and included.
- If possible, include graduate job info (related to above CTE items)
- Strategize how to include recommendations at the end of each section and then at the end in the prioritized list. (These will be followed-up on at the next program review.)

1. Overview of the Program	Comments
a) Provide a brief narrative description of the current program, including the program's mission statement and the students it serves.	
b) Describe the degrees and/or certificates offered by the program.	
c) Explain how the program fulfills the college's mission and aligns with the strategic initiatives. (see Appendix A)	
d) Discuss the status of recommendations from your previous program review.	<ul style="list-style-type: none"> • Consider use of ACEN recommendations.

2. Analysis of Research Data (include data provided by Institutional Research & Planning)	
Provide and <u>analyze</u> the following statistics/data	Comments

a) Head count of students in the program	<ul style="list-style-type: none"> • Work with IRP for next program review to use general numbers and to break out numbers for “true” program students.
b) Course grade distribution	<ul style="list-style-type: none"> • OK to not use Appendices with information that is the same as in-text tables, just represented differently. (Here in 1.b and elsewhere in the document.)
c) Success rates (Discuss your program’s rates in light of the college’s success rate standard. Set a standard for your program.)	
d) Retention rates	
e) A comparison of success and retention rates in face-to-face classes with distance education classes	
f) Enrollment statistics with section and seat counts and fill rates	
g) Scheduling of courses (day vs. night, days offered, and sequence)	
h) Improvement rates (if applicable)	
i) Additional data compiled by faculty	<ul style="list-style-type: none"> • Clarify that “Student Success mentors” are full-time faculty mentors.
j) List any related recommendations.	

3. Curriculum Review	Comments
a) Provide the curriculum course review timeline to ensure all courses are reviewed at least once every 6 years.	
b) Explain any course additions to current course offerings.	
c) Explain any course deletions and inactivations from current course offerings.	

d) Describe the courses and number of sections offered in distance education. (Distance education includes hybrid courses.)	
e) Discuss how well the courses, degrees, or certificates are meeting students' transfer or career training needs:	
1. Have all courses that are required for your program's degrees and certificates been offered during the last two years? If not, has the program established a course offering cycle?	
2. Are there any concerns regarding program courses and their articulation?	<ul style="list-style-type: none"> Clarify how first sentence concerns articulation with community colleges, and is different than agreements with Chamberlain, etc.
3. How many students earn degrees and/or certificates in your program? Do students take licensure exams? If so, what is the pass rate? If few students receive degrees or certificates or if few students pass the licensure exam, should the program's criteria or courses be re-examined? Set an attainable, measurable goal	
f) List any related recommendations.	<ul style="list-style-type: none"> Clarify how this recommendation is distinct from articulation agreements you discuss in 3.e.2.

4. Assessment and Student and Program Learning Outcomes (SLOs & PLOs)	Comments
a) Provide a copy of your alignment grid, which shows how course, program, and institutional learning outcomes are aligned.	<ul style="list-style-type: none"> Page 33 (top): clarify "Nursing faculty at large..." and specify at both campuses.
b) Provide a timeline for course and program level SLO assessments.	<ul style="list-style-type: none"> Include Nursing 210 on timeline and indicate that it was assessed.
c) State the percent of course and program SLO statements that have been assessed.	

d) Summarize the SLO and PLO assessment results over the past four years and describe how those results led to improved student learning. Analyze and describe those changes. Provide specific examples.	<ul style="list-style-type: none"> Page 64 (end of 4.d) – after you’ve given results of different assessments, if worthwhile, perhaps include brief narrative discussion that may provide “common threads” of assessment.
e) Determine and discuss the level your program has attained in the SLO rubric in Appendix B. (Awareness, Developmental, Proficiency, or Sustainable Continuous Quality Improvement)	
f) Describe how you have improved your SLO process and engaged in dialogue about assessment results	
g) List any related recommendations.	

5. Analysis of Student Feedback	Comments
a) Describe the results of relevant surveys.	
b) Discuss the implications of the survey results for the program.	
c) List any related recommendations.	

6. Facilities and Equipment	Comments
d) Describe and assess the existing program facilities and equipment.	
e) Explain the immediate (1-2 years) needs related to facilities and equipment. Provide a cost estimate for each need and explain how it will help the program better meet its goals.	
f) Explain the long-range (2-4+ years) needs related to facilities and equipment. Provide a cost estimate for each need and explain how it will help the program better meet its goals.	
g) List any related recommendations.	<ul style="list-style-type: none"> Craft recommendations as “student-centered” needs. For example, expand mannequin discussion so it is clear students are not as well

	prepared because they are not exposed to certain scenarios, etc. Your discussion of the IV pumps is well-done as far as student orientation.
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7. Technology and Software	Comments
a) Describe and assess the adequacy and currency of the technology and software used by the program.	
b) Explain the immediate (1-2 years) needs related to technology and software. Provide a cost estimate for each need and explain how it will help the program better meet its goals.	
c) Explain the long-range (2-4+ years) needs related to technology and software. Provide a cost estimate for each need and explain how it will help the program better meet its goals	
d) List any related recommendations.	

8. Staffing	Comments
a) Describe the program's current staffing, including faculty, administration, and classified staff.	
b) Explain and justify the program's staffing needs in the immediate (1-2 years) and long-term (2-4+ years). Provide cost estimates and explain how the position/s will help the program better meet its goals.	
c) List any related recommendations.	

9. Future Direction and Vision	Comments
a) Describe relevant changes within the academic field/industry. How will these changes impact the program in the next four years?	

b) Explain the direction and vision of the program and how you plan to achieve it.	
c) List any related recommendations.	<ul style="list-style-type: none"> • Include application to ACEN for accreditation as a recommendation.

10. Prioritized Recommendations	Comments
a) Provide a single, prioritized list of recommendations and needs for your program/department (drawn from your recommendations in sections 2-8). Include cost estimates and list the college strategic initiative that supports each recommendation (see Appendix A). Use the following chart format to organize your recommendations.	<ul style="list-style-type: none"> • See previous comment – make sure all recommendations made in the individual sections of the document appear on the final prioritized list, whether they are funded items or simply non-funded program actions.
b) Explain why the list is prioritized in this way.	