

Tips for a Successful Program Review Self Study

Here are tips to help program review teams lead a successful self-study process:

- ❑ demonstrate a spirit of inquiry through the collaborative development of open questions and honest investigation
- ❑ draw conclusions about the history and future goals of the program based on the input of all relevant stakeholders, likely including
 - ❑ full-time and part-time faculty
 - ❑ manager and administrative staff
 - ❑ full-time and part-time staff
 - ❑ advisory committee / industry representatives
 - ❑ students
- ❑ analyze the program mission, especially regarding its alignment with the greater college mission and strategic directions
- ❑ IF program includes a teaching element: identify key program learning outcomes and ensure they are available in the college catalog and recognize the relevance of institutional learning outcomes within the context of their discipline
- ❑ evaluate the elements of a quality learning experience in the program, including current and relevant curriculum, pedagogical approach as informed by current best practices in the field, student advising structures appropriate to a range of student goals, and systematic assessment of student learning
- ❑ address the recommendations of an external peer reviewer thoughtfully and with specific attention to the feasibility of implementation within Lane's unique institutional context and the context of their individual discipline
- ❑ collect appropriate data from a range of sources (through collaboration with assigned institutional researcher) and effectively synthesize the data to create an accurate report of the program's current state and help inform planning and implementation steps
- ❑ employ the LCC Equity Lens tool to identify strengths and challenges regarding diversity, access, and inclusion
- ❑ maintain communication with the coach, assessment liaison, institutional researcher, dean/manager and essential program stakeholders with mindfulness to the timeline
- ❑ consider how the process should work and appropriately reflect the culture of the individual discipline