NORTHLAND COMPREHENSIVE PROGRAM REVIEW PLAN

A PROCESS FOR PROGRAM SELF-EVALUATION

AND

CONTINUOUS IMPROVEMENT

NORTHLAND
COMMUNITY & TECHNICAL COLLEGE

NORTHLAND MISSION, VISION, AND GOALS

MISSION

Northland transforms the lives of students and our communities through a welcoming, supportive, and integrated learning environment.

VISION

Northland will be the premier choice for providing exceptional education that transforms lives and strengthens the communities we serve.

FOUNDATIONAL PRINCIPLE

We are united as one college to increase educational access, support student success, strengthen partnerships, and advance equity in the communities we serve.

Transfer Pathway: Click here to enter text

Campuses: Click here to enter text   **Academic Dean(s):** Click here to enter text

Faculty: Click here to enter text

Academic Year of Review: Select one

Review Committee Members: Click here to enter text

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1. Transfer Pathway Overview

Statement of purpose, distinctive aspects of the program, alignment within Northland, MnTC Goal Areas within discipline, large enrollment courses (more than 90 over past three years), etc.

Faculty: Click to enter text

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2. Student Enrollment and Course Efficiencies

2.A. ENROLLMENT TRENDS

1.) Institutional research data and analysis:

Institutional research will complete

2.) Description of factors that may have impacted enrollment:

Faculty: Click to enter text

3.) Program marketing:

Faculty: to request web or printed marketing changes, discuss with your dean. The dean should submit a Grouplink web update ticket (HLC 2.B.1).

☐ Faculty reviewed program web pages and are up to date

☐ Faculty reviewed printed program materials and are accurate

2.B. PROGRAM/DISCIPLINE EFFICIENCIES

Efficiency data and institutional research analysis

Institutional research will complete

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3. Student Progression Measures

Goals and strategies that improve retention, persistence and completion rates in degree and certificate programs. (*HLC 4.C.*)

3.A. STUDENT RETENTION *(HLC 4.C.2.)*

1.) Fall-to-Fall Retention:

Institutional research data and analysis

Institutional research will complete

2.) From a faculty perspective, describe any internal factors and/or equity gaps that may have impacted retention (i.e. faculty turnover, sabbaticals, curriculum changes, etc.)

Faculty: Click to enter text

3.) Describe any initiatives that have been implemented to improve fall-to-fall retention:

Faculty: Click to enter text

4.) What is the program target for fall-to-fall retention rates? What future strategies may improve program retention? *(HLC 4.C.1)*

Faculty: Click to enter text after collaborating with your dean

3.B. COMPLETION AND GRADUATE SUCCESS *(HLC 4.A.6, 4.C.2)*

1.) Completion Rates

Institutional Research data and analysis

Institutional research will complete

2.) Describe any internal factors that may have affected completion rates, including any initiatives to improve completion rates:

Faculty: Click to enter text

3.) What is the program target for completion rates? *(HLC 4.C.1)*

Faculty: Click to enter text after collaborating with your dean

 4.) Graduate-related employment and continuing education rates:
Institutional research data and analysis

Institutional research will complete

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4. Curriculum *(HLC Core Criterion 3)*
Transfer pathway curriculum is determined by Minnesota State. Minor curriculum modifications may be possible within pathway electives.

4.A. Program Mapping

☐ Course competencies are mapped to program outcomes. (AASC does not review mappings and no approval is required.)

4.B. Are faculty aware of any issues with students transferring to Minnesota State system universities? Are there other comments about the pathway curriculum?

Faculty: Click to enter text

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5. Teaching and Delivery *(HLC Core Criterion 4)*

5.A. COURSE DELIVERY
Describe different modalities for delivery of courses (online, blended, telepresence, etc.), along with success and challenges based on delivery mode.

Faculty: Click to enter text

5.B. TEACHING
Describe successes and best practices for growth in program faculty teaching.

Faculty: Click to enter text

5.C. PROFESSIONAL DEVELOPMENT
Describe any professional development needs for faculty within the program.

Faculty: Click to enter text

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6. Assessment of Student Learning *(HLC 4.B.1)*

During the program review process, faculty review the results of the previous 3-year assessment cycle. A new matrix will be completed for the next 3-year cycle.

6.A. PROGRAM ASSESSMENT MATRIX

☐ Attach the program assessment matrix for the previous assessment cycle.

☐ Complete and attach an assessment matrix for the next 3-year cycle.

6.B. STUDENT LEARNING NARRATIVE

Please provide a narrative that addresses the strengths and challenges of student learning.

Faculty: Click to enter text

6.C. EMPLOYMENT AND TRANSFER

Identify strengths (best practices) and weaknesses (areas of concern) for preparing students for employment or transfer. (HLC 4.B.2)

Faculty: Click to enter text

6.D. ACTION PLANS

Summarize any assessment action plans that have been implemented during the program review cycle and the outcomes of those action plans. (HLC 4.B.2)

Faculty: Click to enter text

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7. Future Direction

Items to consider in the narrative/bullet points:

- *What educational or industry trends will need to be addressed in the next three to five years?*
- *Are there sufficient resources to support effective teaching and learning? If not, please explain. (HLC 3.D.4)*
- *What is the current status of community and educational partnerships? What plans are there to enhance or expand these partnerships?*
- *Are there curriculum changes that need to be made? What feedback is prompting the changes, and what other factors will be considered?*
- *What support do you need from administration to carry out planned actions?*

Faculty: Click to enter text after collaborating with your dean

Review Committee Meeting and Recommendations

*Process: In consultation with the supervising dean, program faculty select a review committee (5-7 individuals) and set a program review meeting date. The purpose of the meeting is to discuss the results of previous steps and gain perspective from other faculty, staff and administration. The **review committee** completes the questions below after the presentation and discussion have concluded.*

Review Committee Meeting Date: Select start date

Review Committee Members in Attendance: Enter names

1. Identify strengths:

Review committee: Click to enter strengths

2. Provide any specific recommendations for consideration by the faculty or the college:

Review committee: Click to enter recommendations

Final Plans of Action: Faculty in Consultation with Dean

1. Targets

A. Completion Rate: Click here to enter text

B. Retention Rate: Click here to enter text

C. Related Employment and/or Continuing Education Rate: Click here to enter text

D. Student Learning: Attach program assessment matrix

E. Other: Click here to enter text

2. Identify two to four projects for the next three years aimed at program improvement.

Identify who is responsible, the timetable for implementation and any required resources. Projects may include assessment plans, curriculum plans, enrollment and retention plans, community and industry partnerships, etc. Status updates should be provided to the dean at a minimum of once per year.

Project #1

Goal: Click here to enter text

Lead: Click here to enter text

Implementation Timeline: Click here to enter text

Required Resources: Click here to enter text

Description: Click here to enter text

Completion Date and Outcome: Click here to enter text

Project #2

Goal: Click here to enter text

Lead: Click here to enter text

Implementation Timeline: Click here to enter text

Required Resources: Click here to enter text

Description: Click here to enter text

Completion Date and Outcome: Click here to enter text

Project #3

Goal: Click here to enter text

Lead: Click here to enter text

Implementation Timeline: Click here to enter text

Required Resources: Click here to enter text

Description: Click here to enter text

Completion Date and Outcome: Click here to enter text

Project #4

Goal: Click here to enter text

Lead: Click here to enter text

Implementation Timeline: Click here to enter text

Required Resources: Click here to enter text

Description: Click here to enter text

Completion Date and Outcome: Click here to enter text

Accountable Dean: Submit completed program review forms to N Drive