# INSTRUCTIONAL PROGRAM REVIEW

Fall 2024 FLEX

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# Topics

- What Is Instructional Program Review (IPR)?

- What Are the Goals and Purpose of IPR?

- What's Included in an IPR Report?

- What Is the Timeline of the IPR Process?

- Are there Deadlines and Help Sessions? (Yes!)

- How Do We Access Nuventive To Write and Submit Reports?

# What Is Instructional Program Review?

- A process of analysis and assessment of MVC program and discipline effectiveness.

- Identifying and reflecting on short and long-term goals program-specific goals.

- An opportunity to document and request resources to assist your program in meeting its goals.

# What Is Instructional Program Review?

- Comprehensive Reports
  - Due every 3 years.
  - Involves detailed analysis of discipline data, three-year goal setting and follow up.
  - Verification that CORs and SLOs are updated.

- Annual Reports
  - Due annually
  - Short narrative on major changes and updates
  - Verify that CORs and SLOs are up to date

# Goals and Purpose of IPR

- Student Success
  - Understand who our students are
  - Highlight what our programs have accomplished
  - Identify areas of success and needed improvement
  - Identify resource needs to support continued and improved student success
- Shared governance and institutional service
  - Faculty-driven process for program evaluation and goal setting
  - RCCD faculty contract sets an expectation of five hours of institutional service per week
    - Includes participating in program review, assessment, and preparing reports

# What's Included in IPR

- Review of discipline/program Mission Statement and align to college mission

- Report major developments and changes from the last year

- Ensure all course SLOs have been assessed within the last 4-years

- Ensure CORs have been updated within 4-years, 2-years for CTE

- Data Analysis Component

- Evaluate how SLO results are being used in teaching and learning

- Complete Program Learning Outcome Mapping

- Request resources via the online resource request form in Nuventive by the Fall Program Review deadline

# Timeline for IPR Process

- October 1$^{st}$ deadline for both comprehensive and annual reports

- The IPR Committee (IPRC) begins reviewing submitted reports the first week of October.
  - Faculty are notified and welcome to attend public meetings when their report is reviewed.
  - Revisions may be requested by the IPRC or the report may be accepted without revisions.
  - Revisions can be made and submitted up to 2 weeks after the initial review.

- Administration will read completed reports, may provide feedback, and consider resource requests for the following year.

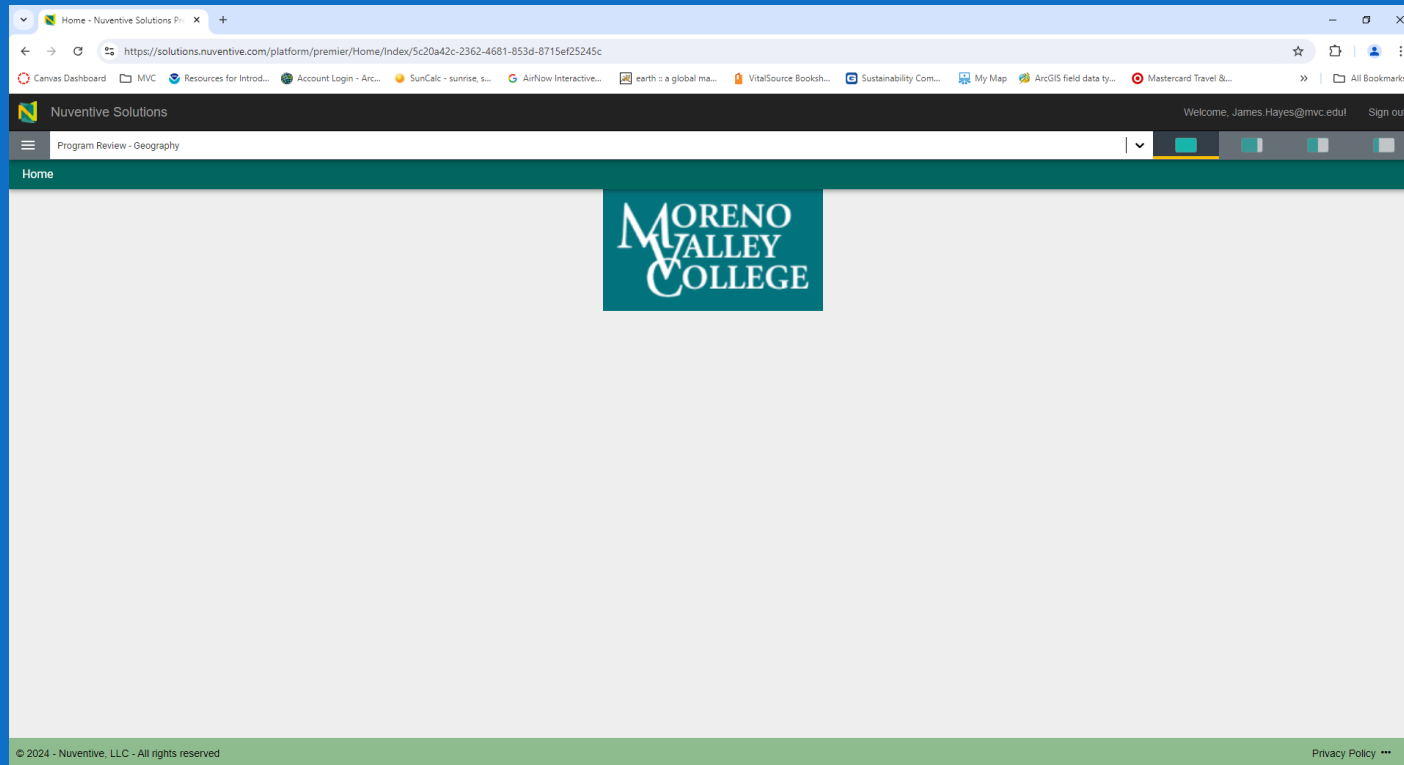# Programs With Comprehensive Reports Due

## Due 2024

- Accounting
- Business Administration
- Dental Assisting
- Dental Hygiene
- Early Childhood Education
- Economics
- Emergency Medical Services
- Honors
- Human Services
- Journalism
- Medical Assisting
- Music
- Sociology
- Spanish

## Due 2025

- Academic Literacy and Reading
- Anthropology
- Applied Digital Media
- Art History
- American Sign Language
- Chemistry
- Communications
- English
- English as a Second Language
- Fire Technology
- Library
- Math
- Political Science
- Psychology
- Studio Art

# IPR Reports Are Submitted in Nuventive

- https://solutions.nuventive.com/

# The IPRC Is Here to Help You!

- _The IPR website has several resources to help_
  - A detailed handbook with step-by-step instructions for IPR reports in Nuventive
  - A series of short videos to assist with completing IPR reports
  - A checklist for completing annual reports
  - Email reminders regarding deadlines will be sent throughout September
  - FLEX sessions will be held weekly in September to help faculty with specific questions
    - Both in-person and Zoom sessions will be offered

# Need Help or Have Questions?

- IPRC Website: https://mvc.edu/admin/governance/program-review/instructional.php

- Nuventive Website for Report Completion: https://solutions.nuventive.com/

- Instructional Program Review Training Videos:
  https://sites.google.com/view/programreviewtraining/home

- IPRC Chair: Jim Hayes            james.hayes@mvc.edu

- SLO Assessment Help: Lisa Hausladen      lisa.hausladen@mvc.edu

- Nuventive Administrator:  Dean Kevari, Office of Institutional Effectiveness
  jacob.kevari@mvc.edu