

Program Review Assessment Reports: Instructions for Review

Assessment Committee, 2022-23

Instructions

1. To begin your review, please go to eLumen and toggle to the Faculty role in the drop-down menu at the top of the screen. After doing so, click on the “Strategic Planning” tab. Then, open the drop-down menu under “Organization” and select the program whose Program Review you will be looking at, as seen below.

The screenshot shows the eLumen user interface. At the top left is the eLumen logo. Below it, the user's name 'Faith Bradhamas' is displayed next to a role dropdown menu set to 'Faculty'. To the right of the role menu is a department dropdown menu set to 'Library Science'. Further right are navigation links for 'Inbox', 'Account Settings', 'Support', and 'Log Out'. Below these are several main navigation tabs: 'Courses' (with a 'Spring 2023' dropdown), 'SLOs & Assessments', 'Curriculum', 'Results Explorer', and 'Strategic Planning'. The 'Strategic Planning' tab is highlighted with a red box. Below the navigation bar, there is an 'Initiatives' section with a dropdown menu set to 'Accreditation Self-Study'. Below that is a timeline navigation bar with tabs for 'Fall 2022', 'Summer 2022', 'Spring 2022', 'Fall 2021', 'Summer 2021', and 'Spring 2021'. The 'Spring 2022' tab is selected. Below the timeline, there is an 'Organization:' section with a dropdown menu set to 'Library Science'. A red arrow points to this dropdown menu. Below the dropdown menu is a list of programs with checkboxes: Physics, Political Science, Psychology, Radiologic Technology, Registered Nursing, Sociology, Spanish, Umoja Community, Vocational Nursing, Welding, and Woodworking. To the right of the organization dropdown is an 'Included in this term:' dropdown menu set to 'None selected'. Below these are several rows with a 'Description' column.

2. Once you've selected the program you want to review, you will see the 2022-2023 Program Review for that program pop up, as seen in the screenshot below. Click on the Program Review.

The screenshot shows a software interface with a top navigation bar. The user is logged in as Faith Bradham, Faculty, in the Library Science department. The navigation bar includes links for Courses (Spring 2023), SLOs & Assessments, Curriculum, Results Explorer, and Strategic Planning. Below the navigation bar, there is a section for 'Initiatives' with a dropdown menu set to 'Accreditation Self-Study'. A horizontal bar shows a timeline of terms: Fall 2022 (highlighted), Summer 2022, Spring 2022, Fall 2021, Summer 2021, and Spring 2021. Below this, it states 'No Parent Cycles found'. There are three filter sections: 'Organization' (Umoja Community), 'Type' (None selected), and 'Included in this term' (None selected). A table below shows a list of items, with the first item 'Umoja Hybrid Annual Update 2022-23' highlighted by a red box.

	Description
<input type="checkbox"/>	Umoja Hybrid Annual Update 2022-23

- When you open the Program Review, you will see a drop-down menu at the top that will allow you to toggle directly to the Assessment Report Parts 1 and 2 (as seen in the image below). Click on Part 1 to begin your review. Please take notes on each section of the Assessment Report in the Assessment Report Feedback Form, using the [Program Review Assessment Report Guidelines for Feedback](#) for help.

Umoja Hybrid Annual Update 2022-23

Program Review

Download:



Strategic Initiative Report
Cycle Announcement

Cycle Announcement is not defined

Sections ▾ All changes saved

Non-Instructional Annual Update 2022-23

- Program Review Feedback Hybrid 2022-23
- Mission and Alignment 2022-23
- Program Goals Completed in the 21-22 cycle
- Program Goals (New and continuing) 2022-23
- Administrative Unit Outcomes 2022-23
- Assessment Report (Part 1 Assessment Table) 2022-23
- Assessment Report (Part 2 Responses) 2022-23
- Non-Instructional Program Analysis 2022-23
- Technology (ISIT) Request 2022-2023 Cycle
- Facilities Resource Request 2022-2023 Cycle
- Classified Position Request 2022-2023 Cycle
- Professional Development Request 2022-2023 Cycle
- Current & Future Trends, Program Planning, Conclusion and Recommendations 2022-23

No versions created yet for this region ▾ [User Icon]

Review

No versions created yet for this section ▾ [Comment Icon] 0 [User Icon]

Goals	AUOs	Assessment

- If you are the first member of your team to look at this Program Review Assessment Report, pause here and send your notes to your team-member. Your teammate should also look at the Program Review Assessment Report and make their notes. Once you have both looked at the Assessment Report, please make sure (via email, Zoom, or however works best) that your feedback aligns with each other so that there is one cohesive set of feedback you will leave for this Assessment Report.
- When your team has aligned their feedback to create one cohesive set of feedback for the Assessment Report, head back to the top of the Program Review. There you will see a section for Program Review Feedback with a slider at the bottom.
 - Slide the Feedback area over until you see the box for Assessment (as seen in the image below). This is where you will copy and paste the feedback your team has written for this Assessment Report.
 - When you have pasted your notes into the box, hit "Save as Draft."
Note: Do NOT hit publish! That is for the Program Review Committee to do. Assessment Committee should only save draft.

Instructions

The Program Review committee members will provide feedback to you here.

Enrollment Management	Program Reflection	Assessment	Program Mapper	Technology Assess
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sdfc



Cancel changes

Save draft

Publish