Comprehensive Program Review Pilot
Norming Checklist 2014

Section	Yes	No	Feedback

1. Program information
   a. Does the program mission describe students served and services offered? Is the language specific to that program?
   b. Are the program learning outcomes listed?
   c. Is the discussion of how their program supports the college mission clear and complete?
   d. For academic programs, does it list degrees and certificates offered?			

2. Program Assessment
   a. Is the summary of findings and data on the measurement of PLOs/AUOs clear and complete?
   b. Is the discussion of the relationship between outcomes assessment and planning and resource requests clear and complete?
   c. Is the frequency of assessment acceptable?
   d. Has the program dialogue been summarized?
   e. Is there a summary of what was learned?			

3. Technology and Facilities Analysis
   a. If new technological needs are identified, is data provided to support these needs?
   b. If new facilities, equipment, or supply needs are identified, is data provided to support these needs?			

Section	Yes	No	Feedback
4. Trend Data Analysis Is the analysis of program data from the last five years clear and complete?			

5. Progress on Previously Established Program Goals, Future Goals, and Action Plans
    a.   Is the discussion of the program's progress and changes in goals clear and complete?
    b.   Is data provided to support the discussion?
    c.   Is the discussion of the program's goals for the next three years clear and complete?
    d. Is data provided to support the discussion?			

6. Curricular Revisions (Instructional Programs only) Is the discussion of curriculum changes clear?			
7. Faculty and Staff Engagement Does the discussion provide data to support the evidence of faculty and staff participation?			
8. Program Funding Sources (if applicable) Has the table been completed?			

9. Conclusions and Findings
    a.   Do the conclusions and findings support the previous discussion?
    b.   Do they present new information?
    c. Is the discussion clear?			

modified from : http://www.laspositascollege.edu/instructionalprogramreview/documents/APRevaluationrubric.pdf   Kate Pluta, April 20, 2014