



Policy

INSTRUCTIONAL PROGRAM REVIEW, FACULTY

F.403.1

EFFECTIVE DATE: FEBRUARY 2018

REVIEWED: JULY 2020

Source: [SBHE Policy Manual Section 403.1.2](#)

In accordance with and fulfillment of SBHE policy 403.1.2 (Institutional Instructional Program Evaluation), DCB faculty will adhere to an Instructional Program Review policy as follows:

CTE Programs

- a. CTE faculty will fulfill the requirements of SBHE policy 403.1.2 by completing the required North Dakota Career and Technical Education Program Review. This process should be completed every five years.
- b. The Campus Dean will provide a summary of these program reviews to the Chancellor every five years.

Non-CTE Programs

- a. Non-CTE faculty will fulfill the requirements of SBHE policy 403.1.2 by completing the DCB Instructional Program Review every five years.

Faculty from each degree program (AA, AS, and Certificate of College Studies) will complete a program review which will include the following information:

- Program Mission and Student Learning Outcomes
 - Mission Statement
 - Institutional and Program Student Learning Objectives
 - Discipline Student Learning Outcomes
- Assessment of Student Learning Outcomes
 - Assessment of Program Student Learning Outcomes
 - Assessment of Discipline Student Learning Outcomes
 - Outcomes Assessment Results and Action Response
 - Transfer Information
 - External Reviews and Recommendations
- Program Resources and Support
 - Student Enrollment Data
 - Faculty Data
 - Facilities/Technology/Budget Data
 - Student Support Services
 - Co-curricular Courses and Opportunities
- Program Strengths and Opportunities for Improvement
 - Strengths
 - Opportunities for Improvement
- Program Viability

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- Review Team
 - Appendices
- b.** Program faculty shall submit the self-study to the Associate Dean for Academic and Student Affairs by March 15 of the study year.
- c.** The Associate Dean for Academic and Student Affairs shall provide a summary of the program evaluations to the Dean's Council by May 15th of the study year.
- d.** In accordance with SBHE policy 403.1.2, the Campus Dean will provide a report on the program evaluations to the Chancellor by January of the year following the review.