Program Review Validation Template for Academic Program – Proposed simplified version (KK, CL, CB)

Section	Criteria	Sub-Criteria	Outstanding	Satisfactory	Not Accepted
I	**Unit Plan**	IR020**: Recommendations and Progress	❑ Goal/plan/recommendation are addressed clearly with the actions taken, and progress made, including a next step or conclusion.	❑ Each goal/plan/ recommendation is addressed or no previous recommendations	❑ Response does not address each goal/plan/ recommendation.
		IR030: **(Optional)** Accomplishments & Improvements	❑ Accomplishments and improvements are thorough and demonstrate clear alignment with college mission, vision and strategic plan goals.	This section is optional, providing an opportunity to showcase efforts to a broader audience. Its inclusion or exclusion does not serve as grounds for 'non-acceptance.'	
		IR040: Challenges and Issues	❑ Comprehensive review and evaluation of both internal and external opportunities, strengths and weaknesses.	❑ Addressed, but does not include a detailed evaluation of opportunities, strengths, and weaknesses.	❑ Does not clearly evaluate opportunities, strengths or weaknesses.
		IR050: Vision for Success	❑ Clearly identifies one or more goals in Chancellors Vision for Success and how department progress, accomplishments and/or improvements meet that goal to **reduce equity gaps** across all student groups	❑ At least one goal in the Chancellors Vision for Success is not identified and/or an explanation of how the department meets that goal to **reduce equity gaps** is not provided.	❑ Not addressed
		IR070: Utilization of Budget	❑ Accurate accounting, evaluation and analysis of department budget.	❑ Accounting, evaluation and analysis of department budget is not clear or has some inaccuracies.	❑ Accounting, evaluation and analysis of department budget is unclear and/or inaccurate.
		IR080: (Optional) Supply request	❑ Request with Justification	❑ No request or ❑ Request without justification	These sections are optional and provide an opportunity to request resources to fulfill department/program needs. A request without justification will not be considered. The inclusion or exclusion of this section does not impact the acceptance or rejection of your request.
		IR090: (Optional) Equipment request	❑ Request with Justification	❑ No request or ❑ Request without justification	
		IR100: (Optional) Faculty request	❑ Request with Justification	❑ No request or ❑ Request without justification	
		IR110: (Optional) Classified request	❑ Request with Justification	❑ No request or ❑ Request without justification	
		IR120: (Optional) Facilities request	❑ Request with Justification	❑ No request or ❑ Request without justification	
Validation Team Comments		**In IR330v1 Validator must comment on the Progress of the Previous Recommendation. Please take notes on IR020 The overall section I rating is: ☐ Outstanding ☐ Satisfactory ☐ Not Accepted Rule: If there is at least one item that is not accepted within a section, the entire section is considered not accepted. Otherwise, if the number of outstanding ratings is greater than the number of satisfactory ratings, the overall rating for the section is considered outstanding, and vice versa.			

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Section	Criteria	Sub-Criteria	Outstanding	Satisfactory	Not Accepted
II	**Data & Analysis**	IR150 & IR160: A. Enrollment Measures	❑ Data trend is described accurately. ❑ Reasonable analysis presented (2 + sentences) ❑ Plans for improvement are presented. ❑ Resource needs are noted	❑ Data trend is described accurately. ❑ Reasonable analysis presented (2 + sentences)	❑ Data trend is NOT described accurately. ❑ Reasonable analysis NOT presented
		IR180 & IR190: B. Student Success Measures	❑ Data trend is described accurately. ❑ Reasonable analysis **presented with an equity lens** (2 + sentences) ❑ Plans for improvement are presented. ❑ Resource needs are noted	❑ Data trend is described accurately. ❑ Reasonable analysis presented **with an equity lens** (2 + sentences)	❑ Data trend is NOT described accurately. ❑ Reasonable analysis NOT presented
		IR210: C1. Degrees/Certs	❑ Data trend is described accurately.	❑ Data trend is not described accurately.	❑ Data trend is NOT described.
		IR220: C2. SLO IR230: C3. PLO IR240: Comment on C	❑ Reasonable analysis presented (2 + sentences) ❑ Impact described. ❑ Plans for improvement and Procedures are presented.	❑ Reasonable analysis presented (2 + sentences)	❑ Reasonable analysis NOT presented
		IR260: Department/ Program Resource Needs Trend	❑ Data trend is described accurately.	❑ Data trend is not described accurately.	❑ Data trend is NOT described.
		IR270: (Optional) Resource Needs Comment	❑ Request with Justification	❑ No request or ❑ Request without justification	The inclusion or exclusion of this section does not impact the acceptance or rejection of your request.
		IR300: (CTE only) CTE Program Responses	❑ Data is described accurately. ❑ Reasonable analysis presented (2 + sentences) ❑ Plans for improvement are presented. ❑ Resource needs are noted	❑ Data is described accurately. ❑ Reasonable analysis presented (2 + sentences)	❑ Data is NOT described accurately. ❑ Reasonable analysis NOT presented

Validation Team Comments	The overall section II rating is: ❑ Outstanding ❑ Satisfactory ❑ Not Accepted Rule: If there is at least one item that is not accepted within a section, the entire section is considered not accepted. Otherwise, if the number of outstanding ratings is greater than the number of satisfactory ratings, the overall rating for the section is considered outstanding, and vice versa.

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Section	Criteria	Sub-Criteria	Outstanding	Satisfactory	Not Accepted
III	**Summary** **IR301**	A. Department Goals	❑ Clear, measurable goals are identified ❑ Goals demonstrate clear alignment with college strategic plan goals. ❑ Narrative includes clear explanation of how the goals can be accomplished.	❑ Clear, measurable goals are identified ❑ Narrative includes clear explanation of how the goals can be accomplished.	❑ Goals are not adequately identified ❑ Goals are not aligned with the college strategic plan goals ❑ No explanation of how goals can be accomplished is provided.
		B. Content Review	❑ Content review is current	❑ If content review is not current, a plan for getting caught up is presented	❑ Content review is not current and no plan is presented
		C. Professional Development	❑ Narrative includes thorough description of departmental professional development efforts accomplished. ❑ Professional development efforts are clearly aligned with the program/college/ district strategic goals.	❑ Narrative includes description of departmental professional development efforts accomplished.	❑ Description of departmental professional development efforts is not present.
		D. Survey Results (Optional)	❑ A student survey has been conducted and the results are thoroughly analyzed. ❑ Survey analysis includes potential program improvements based on survey results.	This is an optional section. As such, an opportunity for highlighting efforts to a larger audience. Not grounds for 'non-acceptance'	
		E. Outreach Efforts (Optional)	❑ The program demonstrates that it is actively involved in facilitating outreach efforts to improve program interest and/or enrollment.	This is an optional section. As such, an opportunity for highlighting efforts to a larger audience. Not grounds for 'non-acceptance'	

Validation Team Comments	The overall section III rating is: ☐ Outstanding ☐ Satisfactory ☐ Not Accepted Rule: If there is at least one item that is not accepted within a section, the entire section is considered not accepted. Otherwise, if the number of outstanding ratings is greater than the number of satisfactory ratings, the overall rating for the section is considered outstanding, and vice versa.

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Evaluation	Total Outstanding section _____ Total Satisfactory section _____ Total Not Accepted section _____

	Rating	Criteria	Description in eLumen
Overall Rating Accepted _____ Not Accepted _____	**Accepted**	At least 2 outstanding sections and the remainder of the sections are Satisfactory	1. The self-study reflects a thorough effort to present a well-rounded review of the academic program; analysis of each data element is thorough, unbiased, and accurate; narrative information indicates clear connections of the program to community and institutional goals and mission; conclusions and recommendations are well-substantiated by the analysis of the data and are achievable.
		One outstanding section and the remainder of the sections are Satisfactory	2. The self-study reflects a substantial effort to present program information; analysis of data is thorough and accurate; narrative information is complete and addresses the criteria; conclusions and recommendations relate to the analysis of the data and are achievable.
		Zero not-accepted sections	3. The self-study presents adequate program information; analysis of data measures is provided; narrative information is complete; conclusions and recommendations relate to the analysis of the data.
	Not Accepted	One or more non-accepted sections. **Note:** the first step is to notify the self-study team of non-accepted sections and support section improvement.	1. The self-study report contains some inaccuracies and/or is lacking in certain sections. The report must be revised and resubmitted in order to meet the requirements of the IUPR process. 2. The self-study report contains inaccurate information and/or is largely incomplete. Substantial revision is required

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