**Instructional Unit – Program Review**

**Part 1: - Program Overview**

**Program Name:**

**Program Mission and Description:** Please provide a brief description and overview of your program including your program or department mission, any unique attributes of your program, and any major milestones achieved over the last three years

**Program Admission and Awards:** Please discuss your admission process (if different from the college) and discuss the type of awards and/or certificates that your program offers. For Transfer and General Studies please also discuss the potential CTE programs your courses support and/or specific programs at 4-yr universities

**Program Demographics:** Please complete the following chart for your area (this data can be found on the IE website or by contacting [ie@jeffstateonline.com](mailto:ie@jeffstateonline.com)

|  |  |  |
| --- | --- | --- |
| **Category** | **Student Totals (3yrs)** | **Percentage (of total students)** |
| Total Students |  |  |
| Number of Male |  |  |
| Number of Female |  |  |
| Age 18-25 |  |  |
| Age 26-40 |  |  |
| Age 41+ |  |  |
| African American Students |  |  |
| Asian Students |  |  |
| Caucasian Students |  |  |
| Hispanic Students |  |  |

In review of the data above do you see any trends that are encouraging or discouraging? How would you address those trends? You can compare your demographics to the overall college demographics by accessing the Fall Facts document on the IE website.

**Mode of Delivery:** How many modes of delivery does your program/department use? Which locations support your program/department? Do you have any plans to expand these delivery methods or locations?

**Program/Department Goals:** Please list your program/department goals below:

**Program/Department Outcomes Achievement:** Please provide a detailed account of the achievement of each Program/Department Goal (above). Your report should be comprehensive in nature and include data (numbers, success rates) for the past three years. If you have incorporated the changes cited in a previous Program Review, please cite that. Clearly link the Student Learning Outcomes in each course to the Program/Department outcomes. Also please include your three years of assessment data at the END of this report.

**Part 2: Program/Department Change**

**Program/Department Goal Changes:** Please discuss any changes in the specific Program/Department Goals and/or mission statement published in the catalog. Cite any data generated through Student Learning Objectives and/or department meetings (supported by minutes).

**Course Student Learning Outcome Changes:** Please use the space below to highlight changes that will be made for the next three years of assessment. Use specific course headings (ex: BIO 101), cite the change, the rationale, and the expected future outcome.

**Part 3: Evidence of Staff Participation in Program Review**

**Faculty/staff participation:** Describe the faculty and/or staff who participated in this program review and the role they plated. Include specific dates for meetings held or activities conducted.

**Advisory committee minutes (if applicable) and list of members**: Describe any changes made in the unit as a result of input from the advisory committee.