



HLC Accreditation Evidence

Title: 2021-2023 Instructional Review Template

URL:

Office of Origin: Vice President of Instruction

Contacts:

- Vice President of Instruction

Note: In 2017, the review process evolved to include Academic Reviews and Location Reviews. The College combined these components with Program Reviews and collectively branded the process as Instructional Reviews. In 2020, the Program Review Team discontinued Location Reviews due to the overlap with other programs.

2021-2023 Instructional Review
Reporting Years: 2018-2019, 2019-2020 and 2020-2021

Review Date:

Instructional Area:

Reporter(s):

General Information

Please provide a response to each of the statements below as applicable to your instructional area. If an area does not apply, please note “non-applicable.”

- Describe the instructional area and its purpose.
- How does the instructional area advance Barton’s mission and support the College’s ENDS statements?
- Describe any changes, challenges and/or improvements that have occurred since the last instructional review.
- How does the area serve, support and/or collaborate with other Barton instructional areas?
- List current partnerships associated with the instructional area. What are the benefits? What other partnership opportunities exist?
- Does the instructional area have an advisory board? If so, please describe its membership and activities?
- Summarize the instructional team that supports the instructional area including full-time faculty; regular, part-time faculty, adjunct faculty and staff. Please include references to the location of team members.
- What faculty professional development activities have been completed since the last instructional review?
- Are there any professional development requests unmet?
- If applicable, discuss program accreditation status.

Data Analysis

Please utilize the following link (<https://app.powerbi.com/home>) to gain access to the Instruction Power BI app. Click on “Reviews” on the left hand blue column and then click on “Instructional Review.” Review the reports noted below, reflect on what the data is revealing, what opportunities and/or challenges the data brings to your awareness and what recommendations you have in response to the data review. Please provide a written response.

- Applicant Statistics
- Instructional Area General Statistics
- Demographics (Gender, Age, Race & Residence)
- Program Majors

- New Students
- Time Status (Full/Part-time)
- Student Performance/Grades for **All Students** in Program Courses
- Program Awards
- Venue – Credit Hours
- Section Fill Rate

Assessment of Student Learning

Considering your area's Student Learning Outcomes (SLOs) and associated data at the classroom, course and/or program assessment level, respond to the following questions.

- What trends have you identified and what actions have occurred and/or are planned to respond to the results.
- What curricular changes have occurred (or are planned) since the last review to ensure student learning outcomes are achieved?
- What strategies do you utilize to achieve instructional quality and student engagement?

Sustainability

Utilizing the Instruction Power BI app, please click on the Instructional Review area, read the Fiscal Report and respond to the following questions.

- Summarize the instructional area's fiscal stability, contributions or losses.
- What strategies are recommended to enhance the area's revenue generation?
- Do resources (personnel, technology, physical space, support services, etc.) meet the instructional area's student learning goals and objectives? If not, please describe what needs are being unmet and if available, provide a detailed list of associated requests.

Strategic Planning

Considering the data you have reviewed and your first-hand knowledge of the instructional area, please respond to the following questions.

- What are the strengths of the instructional area? What makes the area unique and interesting to students?
- What needs improvement? What barriers exist that limits quality and effectiveness?
- What opportunities exist to grow and/or strengthen the instructional area?
- What challenges limit the competitiveness, scope and delivery of the instructional area?

Goal Setting

- Please list the goals that were established during the last instructional review (2019-2021) and report on their status.
 - Were they completed and if so, what was the outcome?
 - If not completed, please share why and report as to whether you plan to carry any of them forward or if you are concluding them as unmet.
- Please identify goals for the 2021-2023 timeframe.
 - Goals should be limited to three.
 - **A minimum of one goal needs to support student learning**
 - Goals should be achievable in one-two years and align with the College's strategic core priorities and/or instruction's strategic goals.
- What resources and/or support are needed to accomplish the goals?
- What are the recommended actions to achieve the goals?

Review Summary

Instructor & Coordinator/Department Chair Comments

Executive Director/Director/Coordinator Comments

Dean Comments

Instructor & Coordinator/Department Chair

Date

Executive Director/Director/Coordinator

Date

Dean

Date

Vice-President's Response

Vice-President of Instruction

Date