Beginning Fall 2009, all institutions are required to include in their EER reports an analysis of the effectiveness of their program review process. As stated in the Handbook of Accreditation:

Institutions are expected to analyze the effectiveness of the program review process, including its emphasis on the achievement of the program’s learning outcomes. The process should be sufficiently embedded for the institution and the team to sample current program review reports (self-studies and external review reports) in order to assess the impact of the program review process and its alignment with the institution’s quality improvement efforts and academic planning and budgeting.

The following approach is designed to address this new requirement by helping teams to plan and conduct an investigation of the institution’s program review process. It is hoped that using this approach will help teams to find the evidence they need to evaluate the effectiveness of student learning assessment and program review processes and to report evidence of student learning—evidence that teams are expected to include in all EER team reports.

The systematic approach described below calls for the team to:

- review a sample of recent program reviews (the number may vary by institution)
- evaluate them under the CFRs, applying various WASC rubrics as appropriate
- study one or two program reviews in depth, and
- meet with the faculty and appropriate administrators from the one or two programs selected for in-depth examination to learn more about how program review works, what was learned, and what actions flowed from the program review.

This approach is being piloted in fall 2009 and may subsequently be required on all EER visits. This field guide is designed to assist team members in completing the evaluation process.

* For additional information please refer to the narrative document: Suggested Approaches to Evaluating Program Review on Educational Effectiveness Review Visits
Before Visit

On the Call

1. Identify a sample of recent programs reviews
2. Identify programs for in depth review (one or two)
3. Assign at least two team members to this task
4. Decide on faculty interview methods

After the Call

5. Contact ALO to request program review materials
6. Schedule meetings with relevant program faculty and administrators
7. Prepare questions to ask faculty

Tools you will need:

Inventory of Educational Effectiveness Indicators
On the Visit

Examine program reviews → Identify program learning outcomes and assess → Read program review and assess → Examine the assessment plan

Examine the findings of program-level assessment → Meet with program faculty and administrators → Confer with team → Complete report sections

Tools you will need:

- Rubric for Assessing the Quality of PLOs
- Rubric for Assessing the Integration of Student Learning Assessment into Program Review
- Rubric for Assessing the Use of Portfolios for Assessing Program Learning Outcomes
- Rubric for Assessing the Use of Capstones for Assessing Program Learning Outcomes
- Rubric for Evaluating General Education Assessment
- Expectations for the Two Reviews
- Educational Effectiveness Framework
After the Visit

Completing the Visit

Submit EER framework to WASC

Submit confidential team recommendations to WACS

END

Tools you will need:

Educational Effectiveness Framework