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| **TOOLKIT #2: MARKET DEMAND, SATISFACTION, AND SUCCESS\***  **PROGRAM REVIEW FINAL REPORT SECTION: 3.0, 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9**  **\*Full-Time Programs** |
| **Overview**  A multitude of data sources such as Key Performance Indicators, Program Scorecard, Competitive Program Profiles, and Employment Demand are analyzed to complete an "environmental scan" of the program.  \*Ministry Credentialed Full-time Post-Secondary Programs only. An alternative process is required for Ministry Credentialed Part-time programs. |
| **Instructions**  Use the Market Demand, Satisfaction, and Success data\* provided by Institutional Research to:  Organize and schedule a 3-hour meeting any time AFTER January 3, 2014 and BEFORE March 30, 2014.   * *Attendees*: Associate Dean, Academic Lead, Program Faculty, Institutional Research Lead, Curriculum Design Lead (*Optional Attendees*: Student Success Advisor) * *Agenda*:   1. Introductions   2. Why We’re Here   3. Competitive Program Profile (Market Demand)   4. Employment Demand   5. Student and Employer Satisfaction   6. Student Success and Retention   7. Next Steps * *Meeting Outcomes*: Evaluate and make recommendations for program improvements as a result of a comprehensive analysis of Market Demand, Student Satisfaction, and Student Success data sources. * *What to Bring*: Coffee/Tea/Snack/Smile   **Next Steps**   * IRL will complete section(s) 3.0, 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9 of the Program Review Report and email the document to the appropriate Program Review Lead by a date determined by the PRL and IRL.   Copy the IR report into section 3 of the Program Review Final Report Template |
| **Helpful Hints**   * 3-hour Market Demand analysis session can be scheduled during reading week, semester transition week or during the semester. |
| **Alignment**  PQAPA criterion #  Academic Plan item#  Strategic Plan item #  Program Review Policy section # |