

Program Review at Langara College

What It Is

Program Review is a systematic process for assessing the quality of Langara's departments/programs. It consists of a Self-Study, External Review and Action Plan. Reviews are transparent, collaborative, data informed and formative. They build upon previous reviews and guide continuous improvement.

Why We Do It

Program Review is a mechanism for departments/programs to identify strengths, pinpoint areas for improvement and develop realistic action plans. It is also a requirement of the Degree Quality Assessment Board (DQAB).

Who Is Involved

Program Review at Langara College is faculty driven and Dean led. Numerous parties across the institution also provide support and guidance, as the table below illustrates.

Individual/Dept./Group	Role
Faculty	Completes the Self-Study and Action Plan Templates in consultation with the Dean. Plans and hosts the External Review site visit.
Dean	Leads the review process at the Faculty level.
Division Chair	Works with the Dean and department faculty to facilitate the review process as appropriate.
Office of Academic Quality Assurance (AQA)	Oversees quality assurance mechanisms across the institution to ensure DQAB compliance. Provides templates, resources, guidelines and planning advice. Provides survey data reports.
Institutional Research	Provides student data.
Associate VP, Academic	Ministry DQAB/QAPA liaison with responsibility for Langara's Office of Academic Quality Assurance.
TCDC	Provides curricular development, assessment and renewal support.
Provost	Provides academic leadership across the institution.

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What Is Involved

A review will take no more than 12 months from start (completing a Self-Study Template) to finish (submitting a completed Action Plan Template to the Office of Academic Quality Assurance). A breakdown of each step is provided below.

Planning

A multi-year Program Review schedule is available. Departments/programs – in consultation with the Dean - choose when in the academic year (September, January or May semester) they will work on completing their Self-Study Template. Departments/programs should inform the Office of Academic Quality at least one semester ahead of time so data gathering can commence.

During the planning stage, departments/programs complete a TCDC-provided Curriculum Needs Assessment to identify potential curriculum projects as well as the training and resources needed to complete them. This information guides program review preparations, contributes to Self-Study recommendations and informs the post-review curriculum projects that departments/programs – with guidance and support from TCDC - will implement as part of their Action Plans.

Self-Study

The Self-Study Template will take one semester to complete. The Department Chair, Coordinator or designate completing the Template will have one section of course release for that semester.

External Review

The department/program nominates an External Review Team to conduct the External Review. The Deans vet the nominees and select three people to form the Team. Two of the reviewers will be external to the College and possess subject-matter expertise as academics and/or members of the profession. The third person will be a Langara faculty member from a different department.

The External Review Team will review the completed Self-Study Template, participate in a day-long site visit, and complete an External Review Template by indicating if they validate the Self-Study's findings and recommendations.

The department/program undergoing review will lead the site visit and host the Team.

Action Plan

The Action Plan is a multi-year strategic plan for how the department/program will address recommendations arising from the Self-Study and External Review. The department/program completes an Action Plan Template in close collaboration with the Dean. Once a draft Plan is ready for review, the Department Chair/Coordinator meets with the Dean and Provost to discuss the department/program's multi-year goals and the resources required to attain those goals. The Provost also vets the completed Action Plan.

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Annual Updates

Departments/programs will report their Action Plan progress to the Dean by July 31 of each year by completing an Annual Update Template.