



CPR Self-Study Workshop 1: Where to Begin

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YORK 

Agenda

- VPA Introductions
- YUQAP and CPR Overview
- CPR Self-Study review
- CPR Self-Study timeline
- Where to begin
- Faculty perspective
- Reminders



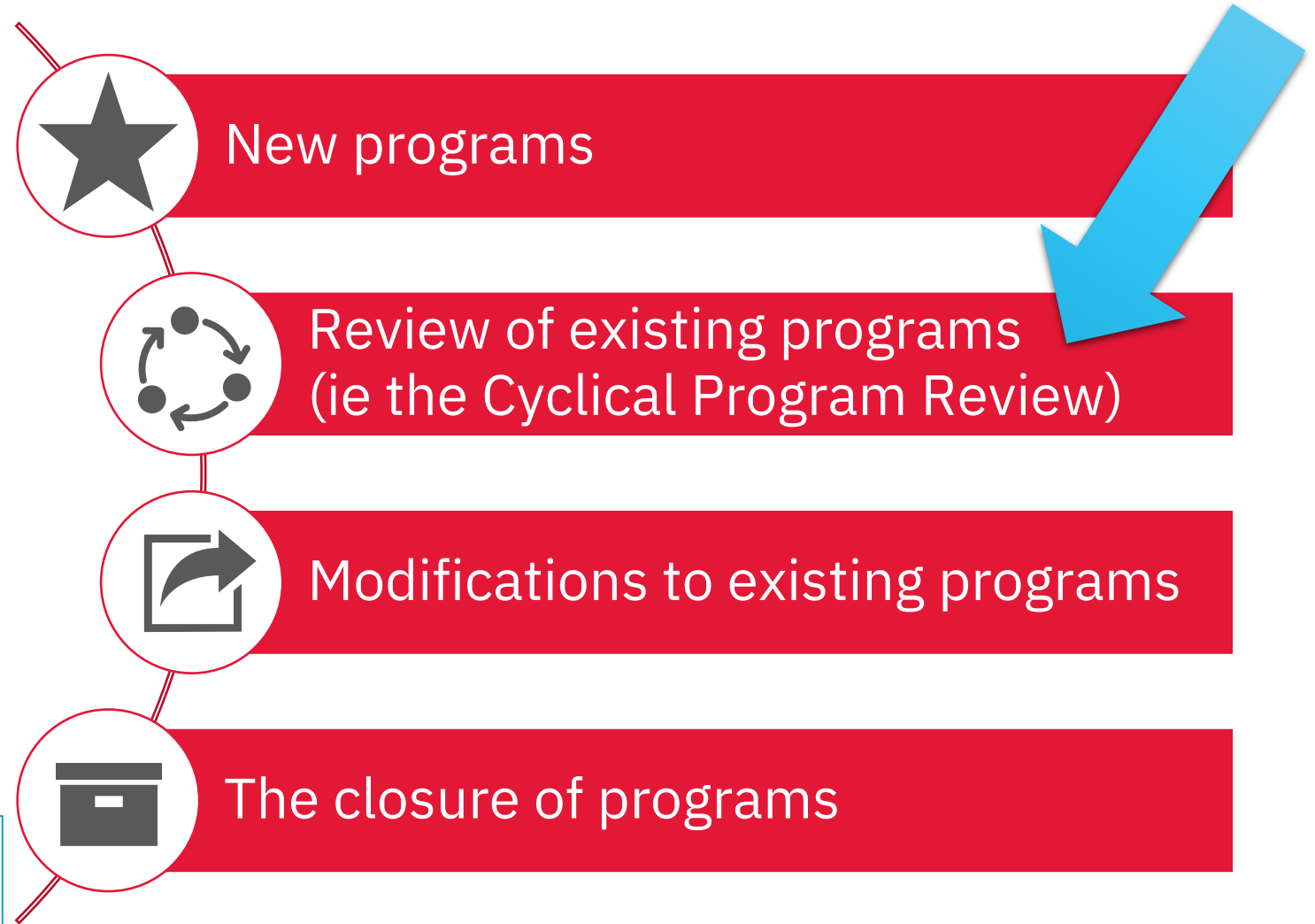
Programs of “Quality”

- For Canadian universities to be seen as a “quality” institution – (a Universities Canada member) – they need to meet certain criteria, one of which is a quality assurance policy and procedure process
- One of the criterion is that the academic programs have:

A quality assurance policy that results in cyclical or continuous assessment of all of its academic programs and support services, and which includes the participation by those directly involved in delivery of the program or service, as well as by other institutional colleagues and external experts and stakeholders

Quality Assurance Policy

- > **YUQAP**
- > York University
Quality
Assurance
Procedures



We have a new website:

<https://www.yorku.ca/unit/yuqap/>

Cyclical Program Review – Purpose

“ A **quality assurance policy** that results in **cyclical or continuous assessment** of all of its academic programs and support services, and which includes the participation by those **directly involved** in delivery of the program or service, as well as by **other institutional colleagues and external experts and stakeholders** ”

- For program, and those associated with the program, to review, assess, and explore if/how the program is in alignment with its mission and goals and fulfills the requirements for a university degree
- It also is to identify how/why/in what ways the program can continuously improve on doing these things

Cyclical Program Review – Continuous improvement

- It also is to identify how/why/in what ways the **program can continuously improve** on doing these things
 - Are there curricular changes that might work better for future students?
 - Are there teaching and learning elements that can be explored as key hallmarks of the program?
 - Are you seeing retention issues? What are students' experiences at different points in the program that could remedy this?
 - Could you work more integratively with the Library or supports like the Learning Commons/Writing Centre?
 - What is your vision for the program? What is your collective vision for the program? How does the program structure ensure you are meeting this vision? How are you keeping track of this?

An example non-York review...

- **We saw students were dropping out after two years**
 - Enrolment and retention data
 - Reviewed and revised 2nd year courses
- **We realized that three of the four core courses were meeting the same Program Learning Outcomes**
 - Curriculum mapping
 - Revised PLOs; Revised individual courses; Plan for meetings
- **We saw some students were going to graduate schools**
 - Post-graduation/Alumni surveys; Tracking reference letters
 - Increased extra-curricular offerings to introduce grad school options

Cyclical Program Review




Involves a self-study (this year)



External reviews (next academic year)



Follow up reports



Snapshot of your
current program,
and the view of
your program in
the future

YORK 

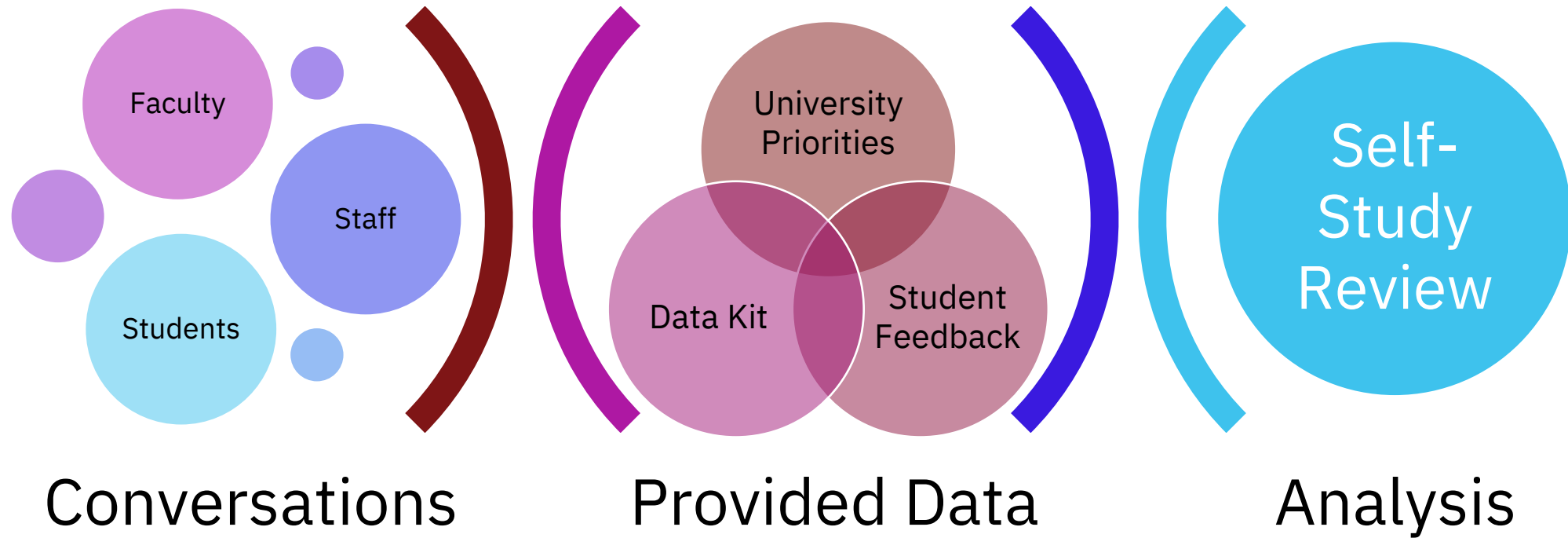
In other words....

- The CPR Self-Study is not a “test” if you can read the OIPA data

The Self Study is an opportunity to explore the big picture of your program and get elements on track to ensure it stays on track



Collaborative, Analytical, and Evidence-based Process





Like writing an article

Thesis: “Our program is good,
but *of course* it can be better...”

Is this a lot of work?

- Research is work; Collaborative research is work
- Analysis is work
- Writing is work; Collaborative writing is work
- Peer review is work

- Yes. A review of your program is work. But the work can be done over the academic year and, with the right planning and time for analysis, you can generate really useful findings and recommendations for your program.

CPR Self Study

- You can work on this however you want, whenever you want*
- Analysis and recommendations are based on your review
 - *There are key deadlines you need to meet*
- However, we think that if we provide you with greater support on how to work through the review, you will be able to spend more time/mental space on **thinking strategically** about your program and **making recommendations for it to continuously develop**



Workshops



September 22:

Where to Begin?

First steps in starting the self-study review
Developing a self-study culture within a program

October 27:

Curriculum and Learning Outcomes

What is a curriculum map?
What are learning outcomes?
How to bring this together?
What of assessment?
Faculty outreach suggestions

NOVEMBER:

Retreat Planning

Activities for retreats
Retreat planning

March:

Storytelling with Data

Navigating OIPA data
Questions to ask of/with data, esp related to students on the margins and/or who are marginalized

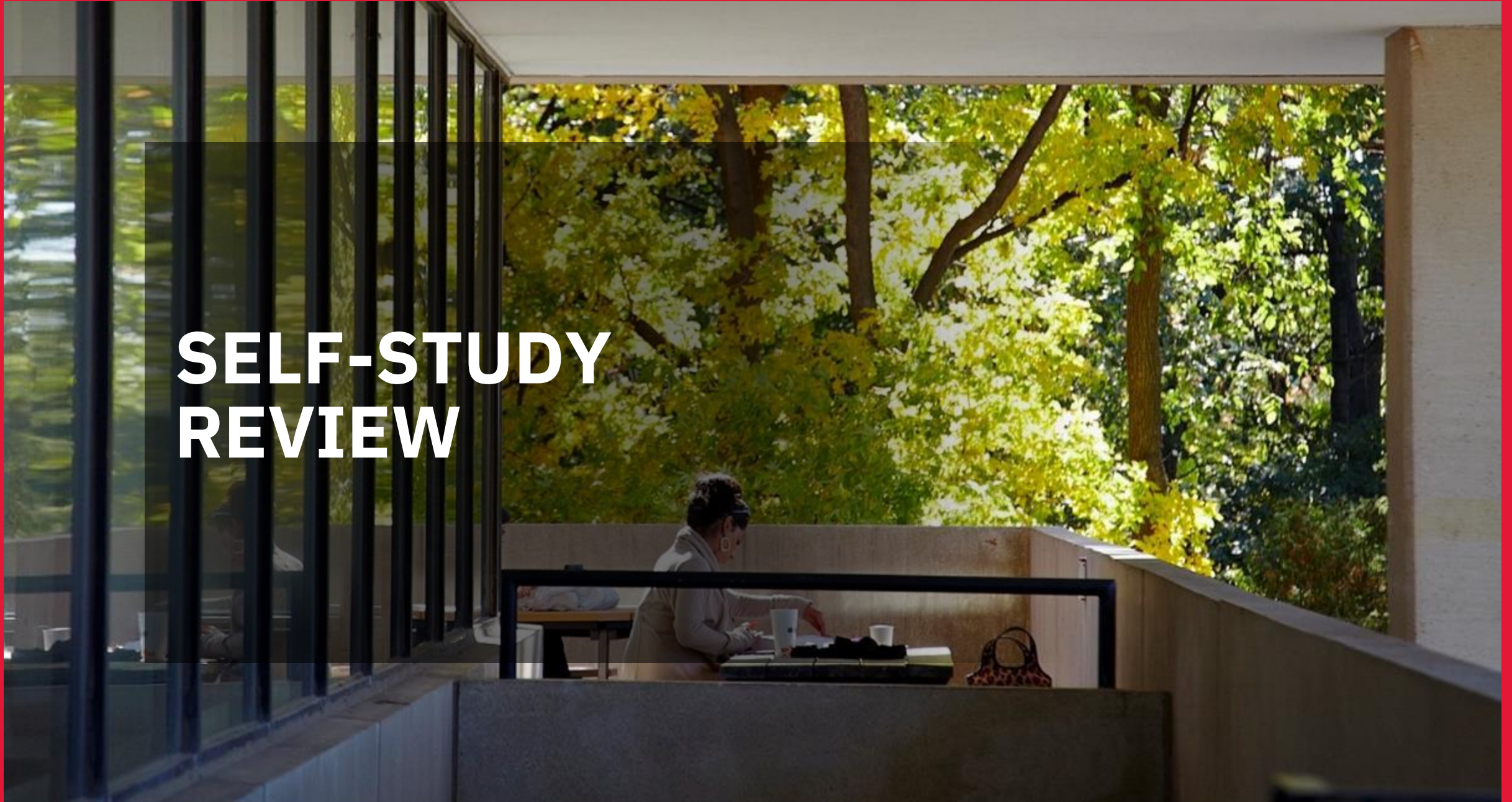
June:

What You've Learned

Focus on final section of analysis
Broader questions to ask / Recommendations to consider
Formatting

Other OIPA supports

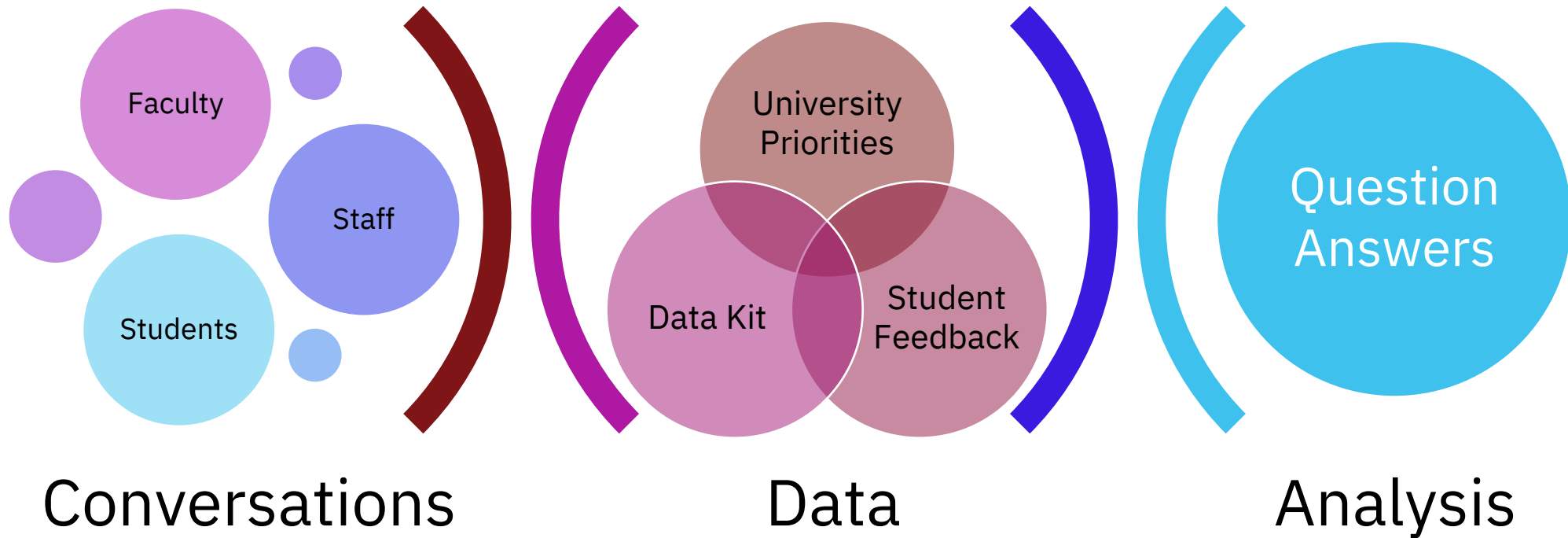
SELF-STUDY REVIEW



Self-Study Review Sections

- › Includes eight parts:
 1. Introduction
 2. Program Overview
 3. Curriculum and Learning Outcomes
 4. Admissions
 5. Enrolment, Retention, Graduation
 6. Resources
 7. Services and Supports
 8. Quality Enhancement

In each section...



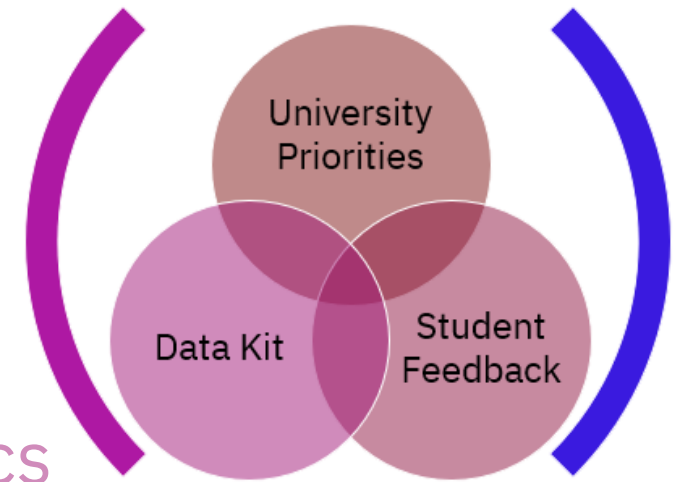
We provide
data and expertise
to support your review

Self-Study Review Sections

› Includes eight parts:

1. Introduction: Previous Self Study
2. Program Overview: Institutional Planning Docs
3. Curriculum and Learning Outcomes: Academic Calendar Copy; PLOs
4. Admissions: Data Kit
5. Enrolment, Retention, Graduation: Data Kit; Student Survey; NSSE
6. Resources: Data Kit
7. Services and Supports: Dean of Libraries' Letter
8. Quality Enhancement

You don't get the OIPA Data Kit until Feb/March




This is all here to help you!

Where to begin?

<https://www.yorku.ca/unit/yuqap/cpr-support/#begin>

Section	Q Num.	Question	Where could you get information?	When could you answer this question?
Introduction	1.01	Briefly introduce the program(s) and relevant certificate(s) that will be described in the Self Study. Indicate the division, department, or academic unit where this program sits.	Admin	1. Sept-Oct
Introduction	1.02	How long have the program(s)/certificate(s) been in existence?	Admin	1. Sept-Oct
Introduction	1.03	Provide the URL of the program's website:	Web	1. Sept-Oct
Introduction	1.06	If applicable, provide the year the previous review was launched and the date the FAR was approved.	Admin	1. Sept-Oct
Introduction	1.07	The Implementation Plan from the previous review provided recommendations that were approved for implementation. Identify each of these recommendations and comment on actions and initiatives undertaken in response. Describe the impact these recommendations had, or are expected to have, on the program.	Admin	1. Sept-Oct
Program Overview	2.01	Describe the program(s) and its objectives.	You	1. Sept-Oct
Program Overview	2.02	Are there current plans to make changes to the program? What are those plans?	You	1. Sept-Oct
Program Overview	2.03	Do you have pathways or partnerships with other post-secondary institutions for either incoming or outgoing students? If so, what are they?	Admin	1. Sept-Oct
Program Overview	2.04	Describe the governance structure of the unit and/or programs. Include how both faculty (full and part-time) and students are able to participate in the ongoing work of program delivery and development.	You	1. Sept-Oct

A photograph of a person sitting at a table in a bright, modern study area. The person is wearing a light-colored jacket and is looking down at a book or document. The table has a white cup, a black bag, and some papers on it. The background is a large window with a view of lush green trees. The text "SELF-STUDY REVIEW TEMPLATE" is overlaid on the left side of the image.

SELF-STUDY REVIEW TEMPLATE

[Name of program]

REVIEW PERIOD: [E.G., 2012-2021]

SUBMITTED: [DATE]

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Section description



2. Program Overview

In this section, you will describe the program and link its objectives to Faculty and university-wide plans and priorities.

You will need the [2020-2025 University Academic Plan](#), [2018-2023 Strategic Research Plan](#), and other institutional documents to complete this section. Links to these documents can be found below.

Program

- 2.1** Describe the program(s) and its objectives.
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Program within the Faculty and University

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- 2.5** Describe the specific features and initiatives in your program that are related to the six priorities set out in the [2020-2025 University Academic Plan](#).
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OPPORTUNITIES

Reflecting on this section, what are some opportunities for development, enhancement, and improvement could be integrated into your program?

[Section 8 on Quality Enhancement and Program Renewal](#) will consolidate this feedback.

Identifying what
you'll need to
complete section



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Clear subsections

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Each section has an invitation to discuss the opportunities you have identified to improve and enhance your program



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OPPORTUNITIES

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[Section 8 on Quality Enhancement and Program Renewal](#) will invite you consolidate these ideas.

“

8. Quality Enhancement and Program Renewal

The CPR is a forward-looking process that relies on many participants – faculty, students, and staff – for its success and application.

In this review, you’ve identified, described, and provided an analysis of specific elements related to your program during this review cycle, as well as the opportunities for enhancement in the next.

After a discussion with participants involved in this review, **identify areas that you would collaboratively like to focus on for development, enhancement, and improvement in your program.** Also identify **key, actionable items you plan to engage in** to enhance the quality of the program and the associated learning and teaching environment.

Note that while you may repeat the opportunities you’ve identified in each section, in this section, those opportunities are to be consolidated and discussed in order of importance.

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Like writing an article

Thesis: “Our program is good,
but *of course* it can be better...”

How can you develop, enhance,
improve, your program?
What are the actions you can engage in?

Example non-York review...

- We saw students were dropping out after two years
 - Enrolment and retention data
 - **Reviewed and revised 2nd year courses**
- We realized that three of the four core courses were meeting the same Program Learning Outcomes
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What is your vision for the future of the program and how are you going to help realize this vision?



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More on this in
Feb/March

Where to begin

1. Review the Self Study template
2. Take a look at the questions we recommend you begin with
3. Identify where you might find information for each answer

(*we do make suggestions)

- i. Identify HOW you might get information for each answer
 - Survey for program colleagues?
 - Focus group for students?

Reminders

- Watch Launch Video if you haven't
- ISR contact, if applicable
- Library contact
- Decide if you want a fall or winter site visit

- You will be getting an email confirming your programs and contact people – Answer it!

Questions?

- All things CPR process: yuqap@yorku.ca
- All things CPR and YUQAP: Jennifer Bethune: bethune8@yorku.ca
- Support for analysis and curriculum: cutrara@yorku.ca