**

Continuous Improvement Plan Summary

(Program Review Document)

**Operational Unit: ILEARN**

**Dates: Fall 2016 – Spring 2020**

**QUESTION 1**

At this point, you should be able to articulate your ILEARN, Operational Unit, improvement plan. The questions below are three ways to ask the same thing.

*In less than 50 words,* please respond to the question that makes the most sense to you.

1. What is the focus of your Operational Unit improvement plan?
2. What problem(s) have you identified in your Operational Unit that you will work to address?
3. What is your Operational Unit’s strategic plan for improvement?

The focus of ILEARN’s improvement plan is to *implement* a guided, formalized, and comprehensive framework for program review. *The reasons or problem* for this improvement plan are that RRCC currently lacks a program review process, an assessment of student learning process, and regular data to make informed decision, all required for institutional effectiveness and HLC accreditation.

Strategic plan:

* ILEARN concept developed during HLC assessment conference Feb. 2016.
* Establish annual, standard data set (FTE, Disaggregated course ABC grade completion, institution graduation/transfer rates, and institution retention rates).
* Develop communication plan with informational sessions starting Fall 2016.
* ILEARN cycle: Year 1 – review and planning CIP and student learning assessment, Year 2: continuing CIP and collecting SLA baseline data, Year 3: implement action plan and collect comparative data, Year 4: adjust plans as necessary, share results, regenerate.
* Cohort 1 begins first ILEARN process Fall 16 – Spring 2020: program review, CIP plans, and student learning assessment planning Fall 16 – Spring 17.
* Cohort 2 will begin ILEARN process Fall 2017 – Spring 2021: program review, CIP plans, and student learning assessment planning Fall 17 – Spring 18.
* Develop ILEARN succession planning

**QUESTION 2**

What data supports the focus of the Operational Unit’s improvement plan?

The data to support the ILEARN plan is the Systems Appraisal Feedback Report, most specifically Criterion 4 and 5.

**Criterion Four: Teaching and Learning: Evaluation and Improvement**

The institution demonstrates responsibility for the quality of its educational program, learning environments, and support services, and it evaluates their effectiveness for student learning through processes designed to promote continuous improvement.

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| Core Components | Screening Feedback on Core Components |
| 4.A. The institution demonstrates responsibility for the quality of its educational programs.  1. The institution maintains a practice of regular program reviews | Adequate, but could be improved |
| 4.B. The institution demonstrates a commitment to educational achievement and improvement through ongoing assessment of student learning.  1. The institution has clearly stated goals for student learning and effective processes for assessment of student learning and achievement of learning goals.  2. The institution assesses achievement of the learning outcomes that it claims for its curricular and co-curricular programs.  3. The institution uses the information gained from assessment to improve student learning.  4. The institution processes and methodologies to assess student learning reflect good practices, including the substantial participation of faculty and other instructional staff members. | Unclear or incomplete |
| 4.C. The institution demonstrates a commitment to educational improvement through ongoing attention to retention, persistence, and completion rates in its degree and certificate programs. | Adequate, but could be improved |
| 5.C. The institution engages in systematic and integrated planning.  2. The institution links its processes for assessment of student learning, evaluation of operations, planning, and budgeting. | Unclear or incomplete |
| 5.D. The institution works systematically to improve its performance.  1. The institution develops and documents evidence of performance in its operations.  2. The institution learns from its operational experiences and applies that learning to improve its institutional effectiveness, capabilities, and sustainability, overall and in is component parts. | Unclear or incomplete |

**QUESTION 3**

By fall 2019, how will you know if your Operational Unit’s improvement plan worked? In other words, what are your indicators of success?

ILEARN’s measures of success by 2019 include:

1. 80% of operational units are involved in the ILEARN process with documentation and implementation of an improvement plan and assessment of student learning plan.
2. Data sets are annually provided to operational units
3. All categories of Criterion 4 and 5 in the 2019 Systems Appraisal Feedback Report score at a minimum of “Adequate, but could be improved” to maximum and the ultimate goal of “Strong, Clear, and well presented.”

**QUESTION 4 (comparative data)**

What comparative data indicates success or areas of improvement?

**QUESTION 5 (conclusions and future action)**

What conclusion can be drawn from the results? What action will be taken based on the results?