

PROGRAM LEARNING OUTCOME VALIDATION

3115-4-01

Directions: Complete the following. Attach a copy of the program’s Learning Outcomes and submit to the Division Chair and Dean.

Program Title: _____ **CIP Code:** _____ **Division:** ___ *Health Services* ___ Industrial Technology ___ Business ___ General Education
___ Nursing

Program Award: AAS Diploma Certificate # of credits _____

INDUSTRY VALIDATION:

- In addition to program advisory committee endorsement, these program outcomes were validated according to industry standards identified by the following (check as many as apply but must check at least one). Supporting documentation must be attached.
 ___ National Skills Standards
 ___ Program accreditation standards
 ___ Job Task Analysis (within past 3 years)
 ___ SCANS skills
 ___ Other Specify: (NOTE: Other means of validation must be valid means that are acceptable to the Academic Affairs and Standards Council. Check with the AASC chair for more information.)
- _____ Date of the most recent program advisory committee meeting with minutes showing committee endorsement of program outcomes. The minutes must be attached.

FORM AND LEVEL VALIDATION:

Respond to each of the following:

___ All program outcomes are written in a manner consistent with best practices. If not, by what date will this be accomplished? Target date: _____

___ All program outcomes reflect entry-level knowledge and skill required by industry (i.e. the program outcomes reflect the uppermost level of skill/knowledge at which students are assessed in the program and this level MATCHES industry entry level expectations). If not, by what date will this be accomplished? Target date: _____

INTERNAL VALIDATION:

Secure program faculty endorsement.

___ These program outcomes are being presented with the endorsement of program faculty. Documentation of consensual endorsement must be available, but need not be attached. (NOTE: While consensus is preferred (i.e., everyone agrees), a program’s Learning Outcomes must be endorsed by at least a majority of the program’s faculty; minority opinion must be provided so the Academic Affairs and Standards Council is aware of the issues.)

Submit completed form, along with Program Learning Outcomes, to the Dean and Division Chair for review by the Division Chair Group.

DIVISION CHAIR APPROVAL:

__ YES __ NO These program outcomes are approved as presented. If NO, reasons for not approving:

Date _____

EFFECTIVE DATE:

These program outcomes are effective as of (semester and year): _____ (NOTE: If changes are to go into effect before the printing of the next catalog, notify the Dean and Executive Director of Communication and Marketing for updating of the website on the effective date.)

A copy of the approval form and outcomes will be sent to the Academic Affairs and Standards Council and the Dean.

The most current documentation is electronic, therefore please discard printed copy after 24 hours.			Print Date: 08/29/19 11:56 AM
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Title: Program Learning Outcomes Validation Form			Implementation Date:
Approved: Dr. Faith Hensrud	Date: 8/21/2019	Check here if policy should appear in campus handbook:	