

Program Review – Faculty Standard Survey Questions

The questions below are standard for program reviews and have been adopted from different program reviews undertaken at BCIT in the last 5 years. **Program areas are able to revise as needed and add additional questions as relevant.**

Faculty Demographic Questions:

1. How many years have you been teaching in the [program name]?
 - 1-2
 - 3-4
 - more than 5

2. In addition to teaching, do you currently work in industry?
 - Yes
 - No

3. Please indicate any types of professional development opportunities you have been able to pursue over the last 3 years? (Choose all that apply.)
 - Presenting at conferences
 - Attending conferences
 - Professional certification
 - Participating in professional body
 - Writing articles/books
 - Research
 - Pursuing further education
 - Other

[Open comment box]

4. **[Section 2.4, 3.5]** Which of the following professional certifications do you have? [change up 'certification' as relevant to 'designation', 'registration' or 'association' etc. List options relevant for your industry/credential and also an 'Other' option with a comment box.

Quality of Education Design **[Section 2.1; 3.4]**

[To answer queries regarding the program's purpose/intent, it is useful to provide the program aim and ask about the **program's goals**]

Insert program aim for reference

Program goals identify specific abilities that students acquire by the end of a BCIT program.

5. **[Section 2.1; 3.4]** How relevant are the program goals to the current industry's entry-level expectations? [insert a row for each program goal in the table]

	Very Relevant	Relevant	Not Relevant	No Opinion
Goal description				

6. What program goals would you recommend be added to the current list? Why?
[open comment box]

7. **[Section 2.1; 3.4]** At the end of your program, how confident do you believe students are in terms of mastery of the program goals? [insert a row for each program goal in the table]

	Highly Confident	Confident But Need Practice	Not Yet Confident	Not Applicable
Goal description				

Curriculum Questions

8. **[Section 2.1]** The [xxxx] program is comprised of a number of courses and content areas that make up the following clusters or themes. Please indicate whether depth of curriculum coverage through the BCIT program is appropriate for working in the industry. [insert one row for each content area/theme/course cluster as appropriate for your program]

	More Detail Needed	No Change Needed	Less Detail Needed
Course cluster, theme, or content area title/description. E.g.: - Software-specific skills - Law/codes - Research - Communication skills - Foundational sciences (e.g., mathematics, chemistry, biological sciences, physics) - Applied Sciences (e.g., engineering themes, health themes, etc.)			

9. **[Section 2.1, 3.3, 8]** [Choose one or more relevant questions about trends in the field – e.g.,)
Based on your knowledge of the trends of your industry, what content areas or topics should we add to the program?
What technology trends do you anticipate in the next five years?
What trends do you see happening in your field in the next five years?
What is the biggest change that will impact the industry over the next five years?
How the trends and needs of the industry have informed the design of the program and courses?
[open comment box]

10. **[Section 3.4]** How well does the program help students achieve the following employability skills (generic, transferable skills required in the workplace)?

	Very Well	Satisfactorily	Not Well	No Opinion
Analyze and think critically				
Resolve issues or problems				
Work effectively with others				
Behave professionally and ethically				
Speak effectively				
Read and comprehend materials				
Learn independently				
Write clearly and concisely				
Locate, gather, and organize information using appropriate technology and information systems				
<i>[customize as relevant]</i> Use relevant scientific, technological, and mathematical knowledge and skills to explain or clarify ideas				
Others, as appropriate (see http://www.conferenceboard.ca/topics/education/learning-tools/employability-skills.aspx)				

Course specific questions.

[Preamble to the questions:]

The following questions relate to how relevant the courses in the [xxxx] program are to the needs of the related industry sector. [Depending on the length of your program, and delivery format, you can group the courses by terms, by levels, by competencies, by clusters....]

11. **[Section 2.1]** Please indicate the relevance of the courses in Level 1 [Term 1; or by cluster such as ‘Lithosphere Courses’] for entry level in your industry.

	Very Relevant	Relevant	Not Relevant	No Opinion
Course # and full name				

[Note: repeat for all terms/clusters/etc.]

[Note: If you’re expecting a major change or are exploring curriculum flow/progression in the program, you may wish to ask about courses that could be removed from the program without negative impact on program outcomes as well as ask about what content could be added/modified to better meet industry needs. To do this, you could provide a list of the courses for selection (choose up to three for

removal) or you could provide a comment box (course selection may be the best way to go for ease of analysis, but it depends on the length of the program).]

12. Based on your knowledge of the courses, please rate whether the courses are up to date or what level of updating they need:

	Course is current	Needs some updating/revisions	Needs significant updating/revisions	Remove from program	No Opinion
Course # and full name					

- For courses you recommend removing, please indicate why.
[Open comment box]

13. **[Section 2.1]** If you were to suggest up to three new courses, what would they be? Why?

[Open comment box] [Depending on the style of question you included for #9, you may or may not choose to ask this question.]

14. **[Section 3.3]** BCIT prides itself on preparing job-ready graduates. Based on your experience, do you feel graduates are adequately prepared for an entry-level job in your industry?

- Yes
- No
- If No, please identify the 1-2 key skill(s)/knowledge area(s) you felt are missing [open comment box]

[Note: Depending on the program, you may wish to ask some questions specific to technologies.]

15. **[Section 2.1]** The admission requirements for [xxxx] program are:

- [list requirements].

Based on your personal experience, do you feel that these admission requirements adequately prepare students for success in this program?

- Yes
- No
- If you wish to comment further, please do so [open comment box]

16. **[Section 2.1, 5.8]** [Essential to ask about credential type for all BTEch programs, but other programs can ask about relevance of credential type based on what they need to identify for their program]

The current credential type is: [Bachelor of Technology, Diploma, Certificate, etc. Two possible options for questions types below].

How well is the BTEch degree recognized by industry or other post-secondary institutions?

	Fully recognized	Have had to explain what a BTech is	Not recognized	Not Sure/ Applicable
Industry recognition				
Post-secondary institution recognition				

OR, if planning to change credential type:

17. We are considering changing the credential type from BTech to another bachelor designation to more transparently/better align with similar programs, for broader recognition of the degree. Which of the following would you recommend?

- Bachelor of [xxx] in [yyy]
- ...

18. **[Section 2.1, 5.8]** The name of the program is currently [xxxxx]. Based on your experience, does the name of the program accurately reflect the program content?

- Yes
- No
- If you wish to comment further, please do so [open comment box]

[Note: if you are planning to do a name change, provide a list of possible names with a rationale for faculty to choose from]

[Insert a question or two related to program structure (section 2B) which refers to the “big picture” structure of the program. As relevant to the program, ask about things like sequencing, assignment/exam balance, course load/credit balance in each of the terms, options, electives, overlap/redundancies, etc.]

Section 2.2 Teaching, Learning and Assessment Methodology

Preamble: Describe the current teaching and learning methodologies, e.g., *The [xxxxx] program incorporates a number of teaching and learning methodologies including lectures, labs, and case-based, problem-based, and collaborative team-based learning.*

19. **[Section 2.2]** Please indicate your opinion about the different teaching and learning methods in your program:

	Just Right	Too much of this	Not enough of this	No Opinion
Lecture				
Lab				
Group projects				

Individual assignments				
Exams				
Work-integrated learning, e.g. practicum/co-op Etc.				
Other experiential learning, e.g. field trips, simulation				

[Section 2.2]

20. Incorporating effective assessment methods to measure learning is important. BCIT programs use different formats such as exams, projects and other kinds of in-class or workplace learning. Please indicate how well the following descriptions reflect assessments in your program.

The assessments are aligned with:

	Very Well	Satisfactorily	Not Well	No Opinion
Real-world tasks				
Program goals				
Course learning outcomes				
Recognition of different learning needs (i.e., employ various assessment methods)				
Industry standards and competencies				
Work-life balance that mirror workplace settings				

[Open comment box]

Section 2.3 Program Delivery Modes

[Preamble: Describe the delivery methods used for this program. E.g., *The [xxxxx] program is offered in the following ways: face-to-face, online, blended, part-time studies, full-time day,*].

21. **[Section 2.3]** Please indicate the effectiveness of the different delivery modes:

[Adjust list as appropriate]	Overall Effective	Somewhat Effective	Not Effective	Not Applicable for My Experience
Face-to-face classes				
Fully online				
Blended (online and face-to-face)				
Full-time				

Part-time				
Etc.				

[open comment box]

22. Which delivery methods would you be interested in trying that you are not currently already using?

- Uploading student resource materials to web (i.e. D2L)
- Blended (online and face-to-face)
- Fully online
- Other [comment]

23. Which BCIT resources would be most helpful to you in supporting/enhancing your instructional techniques?

[open comment box]

Industry connections

24. **[Section 3.4]** Please rate your satisfaction about the following opportunities to connect students with industry provided in the program:

	Satisfied	Somewhat satisfied	Needs improvement	Not Applicable
Industry guest speakers				
Field trips				
Mentorship				
Industry projects				
Practicum/work experience				
Etc.				

Program connections (faculty)

25. [As appropriate, ask one or more questions about faculty connection to the program as a whole. For example, could ask about opportunity for faculty to participate in program-level decisions, effectiveness of program-related communication, participation of part-time faculty, awareness of program-related change processes, etc.]

Program-related resources—library/physical plant—labs, software etc./physical health and safety

26. **[Section 4.2]** Please rate your satisfaction as related to either the quality of, or the availability of, the following facilities/resources/services:

[Adjust list as appropriate]	Satisfied	Somewhat satisfied	Needs improvement	Not Applicable
Time and support to review and validate the currency of the curriculum				
Time and support to update course materials and instructional approaches, e.g. LTC				
Quality of textbooks and other learning materials				
Quality of computers software, and IT services				
Availability of computers, software and IT services				
Quality of equipment specific to your program (other than computers)				
Availability of equipment specific to your program (other than computers)				
Quality of library materials specific to your program				
Quality of learning environment (classrooms, labs, shops, tables, chairs, etc.)				
Quality of learning environment (online)				
Quality of audio-visual equipment				
Quality of your working environment (offices, etc.)				

Any other comment related to facilities/resources/services: [open comment box]

Marketing and Public/Community Engagement

27. **[Section 5.5]** Please rate your satisfaction as related to the quantity and quality of information provided to the community about the program

	Satisfied	Somewhat satisfied	Needs improvement	Not Applicable
Quantity and quality of information provided to the				

community about the program				
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28. **[Section 5.5, 5.6]** Please indicate the types of community/industry engagement or marketing activities you have been involved in over the last 3 years? (Choose all that apply.)

- Guest speaker
- Attending marketing events (eg career fairs)
- Volunteering (eg supervising elementary/secondary school projects)
- Mentoring
- Industry site visits
- Participation on committees
- Attend industry events
- Coordinate industry projects
- Professional association membership
- Media engagement
- Others

29. Please add any further comment you feel would help us in the program review, or input regarding the program that you want to make.

[Open comment box]

Thank you for your time and input!