

Course Snapshot: A Simple Tool for Managing Annual Curricular Reviews

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Objective

Create a tool that addresses the needs of continuous quality improvement and curricular alignment for the PharmD program by conducting instructor-driven annual curricular reviews for all required courses.

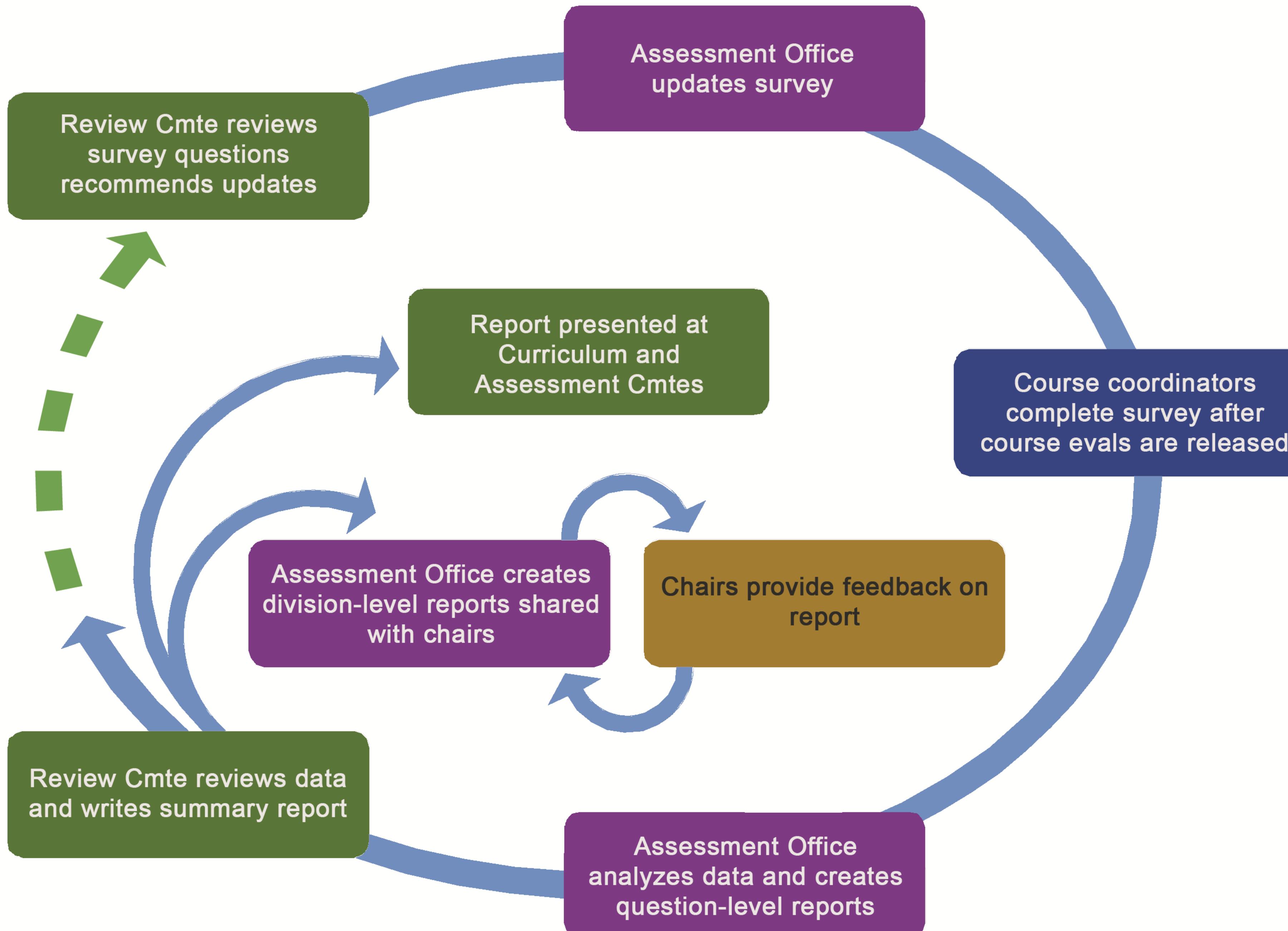
Methods

- Qualtrics-based survey tool administered every semester to course coordinators summarizes course outcomes and captures instructor impressions and feedback.
- Tool collects key elements related to ACPE standards, school-level strategic plan initiatives, and other areas of focus. Curricular alignment and improvement questions include information on course topic updates, topic overlap/reinforcement, content gaps, intentional removal of course content, teaching and learning methods, course strengths, student performance trends, course evaluation trends, and use of student feedback.
- Designed to be practical by quickly collecting standardized information using checkboxes while allowing for thoughtful reflection on curricular alignment through open text responses. Instructors can download a pdf of responses for their records.

Information Collected

| Program Goals | Information Collected | Qualitative Data | Quantitative Data |
|---|---|------------------|-------------------|
| Curricular alignment/ Improvement | Course topic updates, overlap/reinforcement, & gaps | ✓ | |
| | Teaching & learning methods | ✓ | ✓ |
| | Course strengths | ✓ | |
| | Student performance trends | ✓ | ✓ |
| | Course evaluation trends & use of student feedback | ✓ | ✓ |
| | | | |
| Strategic plan initiatives | Cultural sensitivity/ Diversity, Equity, Inclusion | ✓ | |
| | Personalized Medicine | ✓ | |
| Monitoring of implementation of new initiatives | Early Warning & Intervention policy | | ✓ |
| | Remediation | | ✓ |

Course Snapshot Process



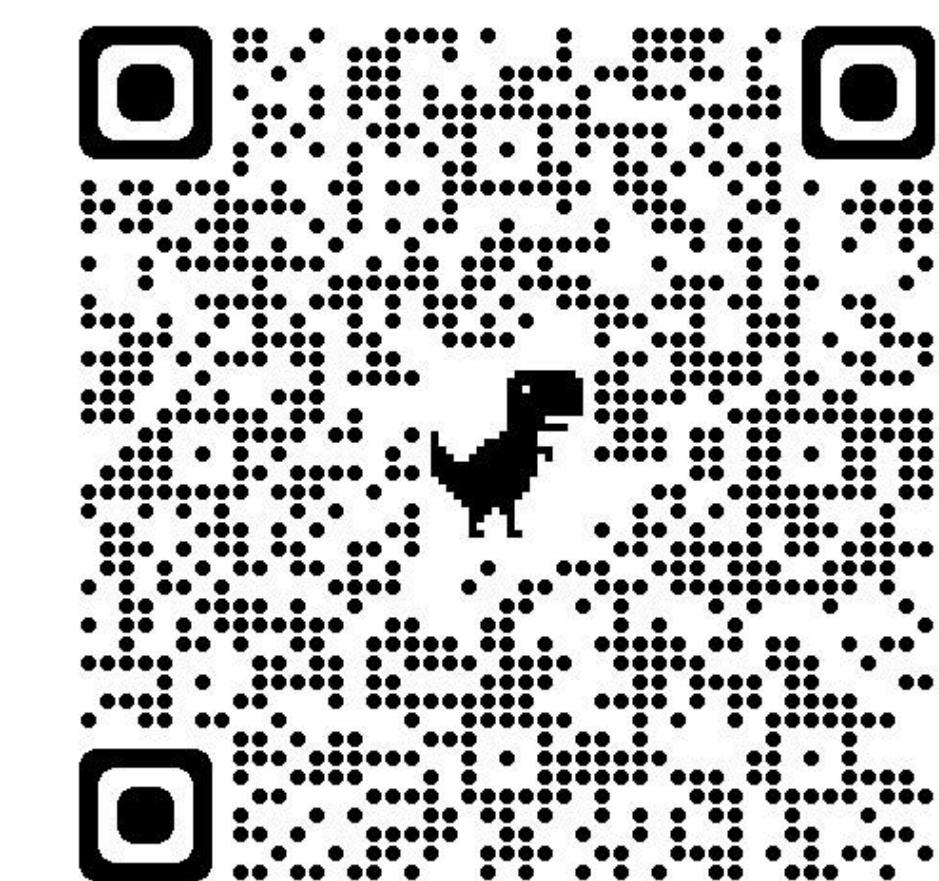
Results & Evaluation

- A review committee composed of Curriculum and Assessment Committee members examines survey results each semester and makes recommendations. Summary findings are compiled into division-level and school-level reports where items are flagged for respective committees for action.
- The tool has a 95-100% response rate among course coordinators.
- A Course Snapshot review cycle takes about 9.5 hours to complete collectively, with no stakeholder group committing more than 2 hours of time per semester. The high participation rate and efficiency of the tool allows the entire required PharmD curriculum to be reviewed annually.
- The tool is designed to be supportive rather than punitive for instructors.
- Faculty comment on ease of use and utility in reflecting on and making course improvements/adjustments.

Next Steps

- Expand stakeholder reports to include additional committees and program units (e.g. DEI Committee).
- Adapt reports to onboard new course coordinators or division chairs to purpose, goals, and process.
- Evaluate questions for efficiency and revise over time.
- Reduce repetition by offering questions where responses rarely change (i.e., teaching methods) biennially.

Scan to get a copy of the Tool



Other Questions?
Contact
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