

Curriculum Evaluation Rubric

Course: MDCA 1348 Pharmacology and Administration of Medications

Date: June 6, 2016

Reviewer: Kathy Snider, MSN, MA, BSN

The philosophy of the curriculum review process is based on three principles: 1) continuous improvement; 2) professional development; and 3) direct application. There are no pass/fail or minimum scores for a course, provided that all required portfolio components are submitted by the participating college. The focus of the review process is to share best practices and feedback on the work of colleagues.

Instructions: Use one rubric per course.

Begin by reviewing the Syllabus/Course Outline and complete Sections A through F of the Rubric.

For each item, circle the appropriate rating number and place a tally total in the box indicated for each section. Please take time to identify related Strengths and Suggestions for each section; this is an opportunity for you to give specific feedback to the instructor / curriculum designer. The boxes expand with your text. There is also a section at the end of the rubric for General or Summary Comments about the course overall. Tally the 6 sections and record the total at the end of the document in the Total Score box.

When you complete the rubric, please save it and send it to: [Janice M. Johnston at janice.m.johnston@actx.edu](mailto:janice.m.johnston@actx.edu). Completed rubrics are due no later than June 30, 2016. If you have any questions or problems, contact Janice at 806-467-3110.

Reviewed and Submitted
by Snider
Final
6/30/16

A. Syllabus & Course Outline

Scale:

1: Not evident 2: Somewhat evident 3: Mostly evident 4: Completely evident N/A – Not applicable

A1	Syllabus includes basic elements of the course (e.g., course title and number, credits, goals/objectives, learning outcomes, pre-requisites, course description)	1	2	3	4	N/A
A2	Course texts (required and optional) are listed on syllabus; supplementary materials and resources are provided if appropriate.	1	2	3	4	N/A
A3	Assessment methods, grading policies and scale, and other student measurement practices are described within the syllabus.	1	2	3	4	N/A
A4	The Course Outline is appropriately formatted and includes major topics, activities, and length of classes/sessions.	1	2	3	4	N/A
TOTALS		0	0	3	12	15

Strengths: The syllabus includes the basic elements of the course. The title, number, section, credits, student outcomes, and course description. The course texts are listed on the syllabus and the syllabus gives very detailed information about supplementary supplies that are required. The calendar outlines the specifics of the paper that is required at midterm, and details what is expected. The calendar also describes the exams and quizzes in terms of what the expectation is for taking them. The assessment methods are thoroughly described and listed out and student measurement practices are well described. The course outline is appropriately formatted and includes major topics, activities and length of class sessions.

Suggestions: I would recommend that the syllabus begin with the course name, and number, including the section; followed by the semester and year. Then, add the instructor information under that. The syllabus does not include the instructor's phone number, the year of the course, or any prerequisites or Department expectations. I would recommend that these be filled in or the word NONE be added. I would recommend that the instructor list out the hours of the course, for ease of understanding, rather than abbreviate. Also, the textbooks are listed, but not whether or not they are optional or required (should be added). Later in the syllabus, the instructor states that uniforms must be clean and neat at the practicum sites, but it does not list uniform (color) or shoes in the supply list. This should be added. The calendar would be enhanced if the chapter titles, or topics of the content, were listed out for each week with the chapter numbers. The syllabus mentions attending "practicum sites" but no dates for these practicums are listed. It would be helpful to include to the student understands the full time commitment for the course.