2022-23 Program Review Guide

Inputting Program Review Update using Nuventive

Program review update has two areas to be completed:

Past Objectives – Provide update to 2021-22 objectives

Future Objectives – Development of 2023-24 objectives

Below is a guide of the inputting process:

1. Log in to Nuventive through IVC single sign-on: https://sso.imperial.edu , use IVC email and password, and click on Nuventive
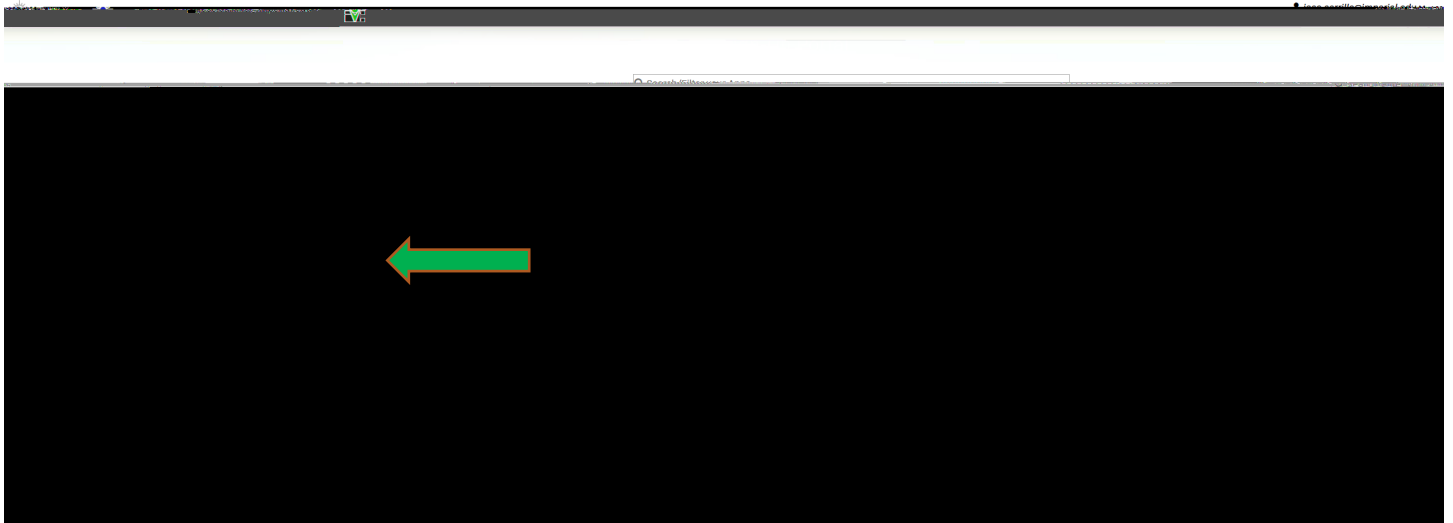
2. The Nuventinve Screen will open on a specific Program, Department, or Service Area that you have been assigned access to.

To toggle between programs or departments, click on the arrow on the green arrow above and select the program or department you are conducting a program review for. If your department or program is missing from the menu, please contact jose.carrillo@imperial.edu.

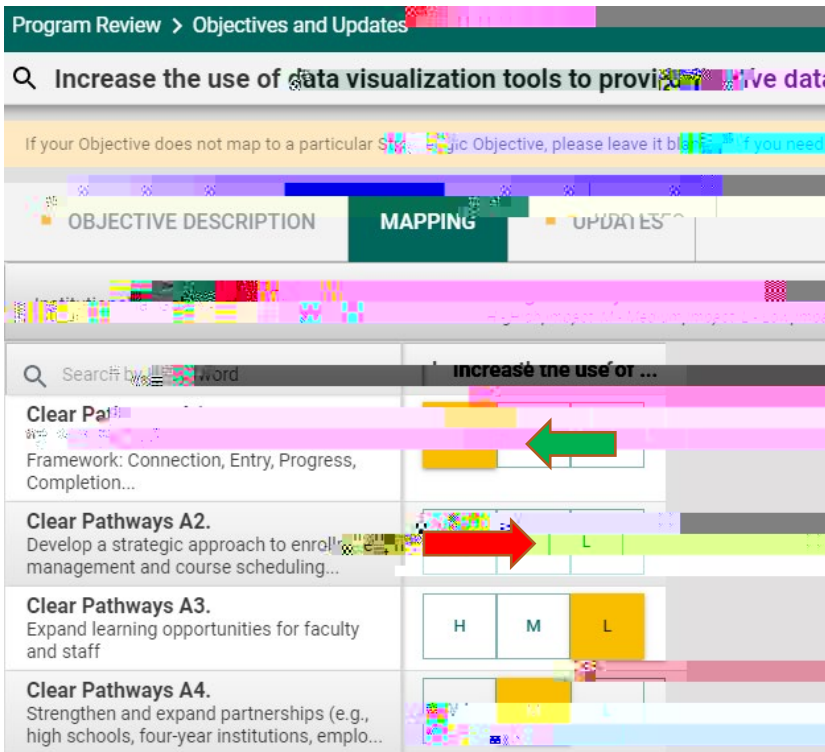## Past Objectives – Provide update to 2021-22 objectives

3. We will begin with the first section of the program review update:

Click on the three lines, next to the program (orange arrow below), we will refer to these lines as the hamburger menu. Click on program review (red arrow below).

4. Click on objectives and updates as shown on the green arrow above. The objectives screen will show all past, present and future objectives for your area on Nuventive. The current task is to provide an update for all the 2021-22 objectives. Click on the three dots on any objective that has the implementation year of 2021-22 (green arrow below) and open as shown below (red arrow below):

5. Click on the mapping tab on the top of the screen.

This section will require your objectives be aligned to the 2021-30 IVC Comprehensive Master Plan and Vision for Success Goals. Y

Program Review > Objectives and Updates

🔍 Increase the use of data visualization tools to provide ...ive data

If your Objective does not map to a particular Strategic Objective, please leave it blank... if you need

| OBJECTIVE DESCRIPTION | MAPPING | UPDATES |

🔍 Search by keyword | increase the use of ...

Clear Pa...
Framework: Connection, Entry, Progress, Completion...

Clear Pathways A2.
Develop a strategic approach to enrollment management and course scheduling...

Clear Pathways A3.
Expand learning opportunities for faculty and staff | H | M | L |

Clear Pathways A4.
Strengthen and expand partnerships (e.g., high schools, four-year institutions, emplo...)

Once you map your objectives to the Strategic Goals, please click on the arrow and map your objective to the Vision for Success goals as shown below. After you select your objective's impact on the Vision for Success goal, save and close.
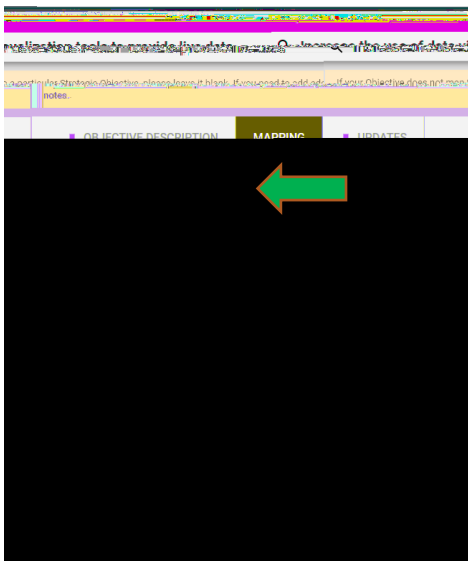
6. Click on the updates tab of the objective. This is where you need to provide an update for your 2021-22 objective by clicking on the green plus sign below as shown by the arrow.

If your objectives do not require a budget enhancement request, your program review update is complete. If your

Complete all areas for the budget enhancement request. The requested year should be 2023-24. The name/title of the description should be key words to identify your request, the description of the request should include any clarifying information (if needed) on the type of request, and the amount.