

## Part Six: External Program Evaluation

### 6.1 External Program Evaluation Information

In order to track best practices, and depending upon availability of funding, ISSP will provide funds to conduct an external evaluation of established programs that have received ISSP funding. If funding is available, up to four institutes will be notified that they will be provided funding to undertake an evaluation.

**Funding for external program evaluations, when available, is allocated on an annual basis.**

The evaluation process is intended to allow First Nations institutes to strengthen and give value to programs which are funded by the ISSP. The evaluations should provide an opportunity for First Nations institutes to paint a picture of their own programs, and demonstrate to other people what is being done for First Nations students. Established programs will be notified of a strict deadline date to complete this process. Failure to adhere to the deadline will result in ineligibility for subsequent funding from ISSP until this process is complete.

### 6.2 External Program Evaluation Guidelines

The program evaluations are intended to provide program evidence in the following areas:

- students
- community
- curricula
- staff
- governance

The evaluation process will include two components: an internal and an external evaluation. In the internal evaluation, institutes will amalgamate and verify past final reports, and collect relevant evidence and additional information at their discretion.

The external evaluation will involve a team of two or more individuals verifying the final reports and reviewing the collected evidence through such things as surveys/interviews with staff, past and current students, instructors, and members of the community(ies) the program serves. The external evaluators will prepare a

written report with recommendations. That report will identify other financial contributions to the program, as well as the interaction of the program with other institutes (such as affiliation agreements, working relationships with other organization(s) to implement the program, etc.). The written report must be made available to the Institute and the ISSP Committee. The Institute will be consulted in the preparation and review of the report and recommendations.

**Individuals on the external evaluation team must be independent of your institute/organization.**

The External Evaluation Team must not be on your Board of Directors, current instructors, they should not act in a consultative capacity, and they should not be in any other situation that would imply a conflict of interest.

## Evaluation Questions

### Program Description

- What is the program purpose?
- Is this program accredited, and are the courses transferable? If so, to which other post-secondary institutes can they be transferred?
- How would you describe the First Nations community/communities and students you serve?
- How is your program curricula approved, and how is it made relevant to the First Nations your program serves?

### Students

- How does your program offer student support?
- How does your program provide access to the First Nations students you serve?
- How many students have participated in your program? Where have those students been from? If this program was offered at a provincial institute, would those students have participated? If so, why? If not, why not?
- What are some former program students doing now? (Please provide examples.)

- Have the students generally had a positive learning experience in this program?
- How has the program affected the lives of the students who participated in it?

#### Program Resources and Instructors

- What kinds of human resources are available to support your program?
- How many of your instructors are First Nations people? How many of your instructors are from the First Nations you serve? What constraints affect your hiring of instructors? How do you attempt to address those constraints?
- What process is used to determine that an instructor is qualified, and who is responsible for that process?
- How do you ensure that instructors are available to their students for adequate time and support?
- How does your program deal with instructor effectiveness?
- How is professional development encouraged for your instructors and staff?
- How do your instructors contribute to the community/communities they serve?

#### Program Governance

- How is your program governed (for example, a Board of Governors...)? Who makes up the governing body? Where are those individuals from?

#### Community Support/Interaction

- How does the community contribute to and support your program?

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*If you require assistance in terms of  
the External Evaluation process,  
please contact the ISSP office at  
(604)-925-6087*