**EVIDENCE TO BE MADE AVAILABLE TO ON-SITE EVALUATION TEAM**

During the on-site survey of your program the following evidence must be available for review by the site visit team. The evidence should be assembled in the room that is to be used during discussions with the Program Key Personnel on the first day of the site visit. Other documents not identified below may be requested by the site visit team to assist them in evaluation of the program’s compliance with the *Standards*.

**COURSE MATERIALS**

**DA Standard 2.1**

- [ ] Describe course delivery via the program’s learning management systems and educational technologies. Demonstrate the proposed interactive learning tools and instructor feedback interface.

**DA Standards 2.6/2.7**

- [ ] Demonstrate how program faculty engage students.

**DA Standard 2.8**

- [ ] Demonstrate ancillary support services for students such as library resources, writing center support, and other student services available online.

**DA Standard 3.1**

- [ ] Program goals published in student handbook and on the program or institutional web site.

**DA Standards 3.4/3.5**

- [ ] Overall student learning outcome plan that would include delineation of the learning outcomes, how they are presented throughout the curriculum and how they are assessed.

- [ ] Course mapping of all syllabi to expected student learning outcomes and program goals.

- [ ] Review of the assessment including any rubrics or direct objective measures.
DA Standards 3.3/3.5

☐ Faculty and advisory committee minutes that pertain to Degree Advancement Program goals, learning outcomes, and program outcomes.

DA Standards 4.1/4.2

☐ Course syllabi for all respiratory care courses which include course description, general and specific course objectives, methods of evaluation, content outline, and criteria for successful completion of each course.

DA Standards 4.3-4.8

☐ Program faculty discuss how they incorporate curricular material described in Standards 4.3 through 4.8.

KEY PERSONNEL/FACULTY

DA Standards 2.6/3.3

☐ Records of interaction with Key Personnel including attendance at Advisory Committee meetings.

DA Standard 6.8

☐ For programs that have a clinical component clinical affiliation agreements are required.