



Policy Title:	Evaluation of the Dietetics Program - MND	No.: 2.12
Approved By:	Director of Dietetics	
Approval Date:	August 22, 2022	Next Review: Fall 2026
Original Version:	New Policy; BSFN policy 1.12 February 2008, last revised 2022	
Audience:	Students, Program Partners, Faculty and Staff, Dietetics Community	

Preamble

The UBC Dietetics Program is committed to advancing equity, diversity and inclusion for the Program and dietetics profession, as it relates to the Program’s vision of inspiring learners to advance dietetic practice and food systems. Our core values of justice, integrity, inclusion, collaboration, and community-focus drive our approaches to Program planning, delivery, evaluation, and community engagement.

The Program is located on UBC’s Point Grey Campus, which is situated on the traditional, ancestral, and unceded territory of the xwməθkwəy̓əm (Musqueam). Practice education placements take place on the traditional, ancestral and unceded territories of many Indigenous peoples, in locations throughout present day British Columbia. The Program recognizes the original stewards of these lands, and engages in ongoing efforts towards decolonization of the Program and the dietetics profession.

Purpose

This policy describes evaluation processes and timelines used by the program.

Abbreviations

BC	British Columbia
LFS	Faculty of Land and Food Systems
G+PS	Faculty of Graduate and Postdoctoral Studies
MND	Masters of Nutrition and Dietetics
the Program	UBC Dietetics Program – Graduate (MND)
UBC	University of British Columbia



Policy

The Program is evaluated on an ongoing basis using formal and informal approaches. Some evaluation activities are regularly scheduled, while others are ad hoc (to obtain input on arising issues or specific initiatives).

Evaluation activities are planned and carried out in consultation with relevant stakeholders, including current and prospective students, alumni, course instructors, LFS and G+PS senior administrators, practice education partner organizations, and preceptors.

In addition to conducting Program-specific evaluation, the Program looks for and uses evaluation data from LFS, G+PS, UBC, the dietetics profession and relevant other organizations. Evaluation findings are used to inform identification of priority Program improvement initiatives.

The Program ensures that any sensitive or identifying student information collected through evaluation activities is not shared beyond the Program.

Procedure

Action	Who	When
1. Address issues and trends found through routine feedback mechanisms set up by the university (e.g. course evaluations, Faculty-led data collection).	LFS Associate Deans and G+PS Associate Deans; with MND Team & MND course instructors	As needed
3. Obtain feedback from Program stakeholders through varied methods, which may include: <ul style="list-style-type: none"> a) Feedback discussions within meetings or courses a) Faculty or Program-level planning meetings b) Surveys c) Focus groups or key informant interviews d) Program-led committees 	MND Team	As opportunities arise



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Action	Who	When
4. Plan and administer survey of Program alumni from the last 5 years.	MND Team	Every 5 years,
5. Share Program evaluation findings with stakeholders. Summarize and/or de-identify student data as needed when sharing.	MND Team	As opportunities arise
6. Identify and address accreditation standard compliance issues, as part of Program evaluation activities.	MND Team, with relevant others	Annually, and as opportunities arise
7. Plan, implement, and evaluate program improvement initiatives to address priority issues identified through evaluation activities.	MND Team, with relevant others	As opportunities arise

Reviewed by:

	Action	Date	Status
MND Team	New Policy	July 29, 2022	New policy, revised from BSFN policy No. 1.12 <i>Evaluation of the Dietetics Program - Undergraduate</i>
Director of Dietetics	Review	August 22, 2022	Approved