ACADEMIC PROGRAM REVIEW
ORIENTATION 2017

Gail D. Burd
Senior Vice Provost for Academic Affairs

APR MANAGEMENT GROUP

- Office of the Provost
  - Gail Burd, Senior Vice Provost for Academic Affairs
  - Kat Francisco, Executive Associate to the Senior Vice Provost
- Office of Instruction and Assessment
  - Lisa Elfring, Assistant Vice Provost for Instruction and Assessment
  - Ingrid Novodvorsky, Director for Teaching, Learning, & Assessment
  - Elaine Marchello, Assistant Director for Assessment
  - Gabriel Rodriguez, Administrative Associate/Assessment Website
APR MANAGEMENT GROUP

- Office of Curricular Affairs
  - Celeste Pardee, Asst. Director for Academic Policies & Organizations

- UAIR | Institutional Research
  - Angela Baldasare, Assistant Provost for Institutional Research
  - Juan Xu, Director for Student Research
  - Tyson Silver, Assistant Director for Data Science

- UAIR | University Analytics
  - Simran Nirh, Senior Director for Business Intelligence
  - Ravneet Chadha, Associate Director for Business Intelligence

APR WEBSITE

http://academicaffairs.arizona.edu/academic-program-review

- APR Orientation Registration
- APR Manual & Examples
- APR Management Team Listing
- 7 Year APR Schedule
- Orientation Slides
- Links to Peer Institutions
APR OVERVIEW OF THE PROCESS

<table>
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<tr>
<th>Initial Planning</th>
<th>Self-Study</th>
<th>Review Committee</th>
<th>Discussion or Findings</th>
<th>ABOR Report</th>
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<tr>
<td>APR Management</td>
<td>Faculty in unit responsible for preparation</td>
<td>APR Review Team: Suggest 2 individuals for each position</td>
<td>Final APR Meeting with:</td>
<td>Summary of reviews sent to Arizona Board of Regents</td>
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<td>Group available to help</td>
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<tr>
<td>Be mindful of APR Due Dates</td>
<td>Follow the suggested APR outline in the manual</td>
<td>Sr. Vice Provost approves and invites members.</td>
<td>Unit Head, Dean, Provost, Sr. Vice Provost,</td>
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<td>BLOCK POSSIBLE DATES ON PROVOST, SR VICE PROVOST &amp; DEAN(S) CALENDARS ASAP</td>
<td>Send draft to Celeste Pardee for review</td>
<td>Site visit itinerary</td>
<td>[&amp; SVP for Health Sciences, as appropriate]</td>
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<td>Written report to Sr. Vice Provost</td>
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<td>See Appendix A</td>
<td>See Appendix B</td>
<td>Appendix D &amp; E</td>
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APR SELF-STUDY TIPS

- Start the Self-Study now; finish 8 weeks before review date
- Follow guidelines; expand on areas of specific relevance
- Be **thorough**, **succinct**, and **avoid repetition**
- Use tables where possible
  - Consult with Celeste Pardee and UAIR
- Consider your audiences
- Tap expertise of the APR Management Group:
  - Office of the Senior Vice Provost for Academic Affairs
  - Office of Curricular Affairs
  - Office of Instruction and Assessment (OIA)
  - University Analytics & Institutional Research (UAIR)

Where to start:

- Contact Celeste Pardee with your data contacts and questions on the self-study.
- Consult with Simran Nirh or Ravneet Chadha in UAIR for data and reports in UAccess Analytics.
- Consult with Lisa Elfring, Ingrid Novodvorsky, or Elaine Marchello in OIA about program assessment of student learning outcomes.
APR SELF-STUDY: SPECIAL TOPICS

Faculty Scholarly Productivity & Academic Analytics Data

[Consult with Tyson Silver & Juan Xu in UAIR]

Office of Instruction & Assessment

Evaluation of Teaching Quality (Appendix G)

- Peer Observations of Teaching
- Teacher-Course Evaluations using Comparisons
- Departmental Self-Assessment of Teaching Quality

General Education (Appendix H)

- General Education Template
- Syllabi of all Tier 1 and Tier 2 Courses
STUDENT LEARNING OUTCOMES ASSESSMENT

Faculty-Driven Process for Program Level Assessment of Student Outcomes

Assessment Data Analysis

Assessment Activities

Assessment Findings

Program Improvement

Student Learning Outcomes

APR-ENABLED ASSESSMENT IMPROVEMENT CYCLE

Office of Instruction & Assessment
- OIA Workshops
- OIA Consultations
- Annual Webpage Updates

Refer to the Handout in the APR Folder
STUDENT LEARNING OUTCOMES ASSESSMENT

Office of Instruction and Assessment (OIA)

- Required for Improvement of Program Quality and for University Accreditation
- Report
  - Expected Student Learning Outcomes
  - Assessment Activities and Findings
  - Changes in the Program as a Result of Program Assessment
- Put assessment findings from APR on the assessment website: http://assessment.arizona.edu*

*OIA will solicit volunteers to pilot using Taskstream for assessment and reporting.

APR ASSESSMENT WORKSHOPS

Office of Instruction & Assessment (OIA)

- Thursday, March 23, 1:30-3:00 pm, SUMC Presidio Room
  OR
- Friday, March 24, 8:30-10:00 am, SUMC Santa Cruz Room

- WHAT: Hands-on experience in evaluating learning-outcomes assessment plans
- WHO should attend: Coordinator(s) of learning-outcomes assessment in your unit
- WHEN: Attend the workshop that fits your schedule
- OIA will send invitations in early March
APR REVIEW TEAM

- PURPOSE: To Review the Self-Study Report; Assess Quality, and Make Specific Recommendations for Improvement

- TEAM COMPOSITION:
  - External Members Provide National Context (Minimum 3)
  - Internal Members Provide UA Context (Minimum 2)
  - Community Member Provides Local Context (1)
  - Alumnus (1)

- TIME FRAME:
  - Discuss List of Nominees with Dean
  - Block time on calendars: Provost, Sr. Vice Provost, & Dean [and Sr. Vice President for Health Sciences, as appropriate] after clearing dates with all potential review committee members
  - Site visit no later than April 15, with APR Review Team report submitted by the end of the semester

APR REVIEW TEAM

The Process for the APR Review Team:

- Reviews self-study report prior to visit
- Receives instructions during APR Orientation meeting with Sr. Vice Provost
- Participates in on-site interviews with faculty, staff, students, and administrators [Heads of other departments in the college]
- Gathers additional data as needed
- Prepares evaluation, including specific recommendations
- Meets with Provost, Senior Vice Provost [, & Sr. Vice President for Health Sciences, as appropriate] at the conclusion of the visit
- Submits review report to the Senior Vice Provost within three weeks of the visit
Concluding Conference, or Final Meeting, with the Provost, Senior Vice Provost, Dean and Unit Head.

- Head to submit a 2-page response concerning the APR Report to the Senior Vice Provost prior to the final meeting
- Discuss review team recommendations and the unit’s plans for implementation of the recommendations
- Identifies objectives designed to be achieved over the next several years.
- Findings and agreed upon action plan will be summarized in the report to the Arizona Board of Regents

APR QUESTIONS