ACADEMIC PROGRAM REVIEW

Gail D. Burd
Senior Vice Provost for Academic Affairs

ORIENTATION 2018

UA Engineering Ambassadors
APR MANAGEMENT GROUP

- Office of the Provost
  - Gail Burd, Senior Vice Provost for Academic Affairs
  - Kat Francisco, Executive Associate to the Senior Vice Provost

- OIA | 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, Coordinator of Operations | Assessment Website
APR MANAGEMENT GROUP

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

- UAIR | University Analytics & Institutional Research
  - Angela Baldasare, Assistant Provost for Institutional Research
  - Jessica Hamar Martinez, Associate Research Scientist
  - 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
- List of Peer Institutions
# APR Overview of the Process

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<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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<td>APR Management Group available to help</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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<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 See Appendix F; COM Appendix E</td>
<td>&amp; SVP for Health Sciences, as appropriate</td>
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<td>Review Assessment Plan with Office of Instruction and Assessment</td>
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<td>Written report to Sr. Vice Provost See Appendix E COM Appendix D</td>
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*See Appendix A*  
*See Appendix B*
As the basis for the entire review process, the self-study report helps a program assess its past and present efforts, and chart a realistic course for the future.
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)
APR SELF-STUDY TIPS

Where to start:

- Review the 2018-2019 APR Procedure Manual

- Contact Celeste Pardee with your data contacts and questions on the self-study

- Consult with Ravneet Chadha and Jessica Hamar in UAIR for data and reports in UAccess Analytics and Academic Analytics.

- Consult with Lisa Elfring, Ingrid Novodvorsky, or Elaine Marchello in OIA about program assessment of student learning outcomes
Identify five aspirational peer programs among public research universities.
APR SELF-STUDY: SPECIAL TOPICS

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 Findings

Program Improvement

Assessment Activities

Student Learning Outcomes
APR-ENABLED ASSESSMENT IMPROVEMENT CYCLE

Office of Instruction & Assessment
- OIA Workshops
- OIA Consultations
- Annual Accountability Management System (AMS) Updates
STUDENT LEARNING OUTCOMES ASSESSMENT

Office of Instruction and Assessment (OIA)

- Required for Improvement of Program Quality, ABOR Summary Report, and University Accreditation

- Report
  - Expected Student Learning Outcomes
  - Assessment Activities and Findings
  - Changes in the Program as a Result of Program Assessment

- Report on assessment in Taskstream AMS by Watermark workspaces.*

*OIA is offering two monthly AMS orientation workshops throughout the spring semester.
APR ASSESSMENT WORKSHOPS

Office of Instruction & Assessment (OIA)

- Workshop Schedule TBD (two offerings, likely late March/early April)
- 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

THE JOINT INTERNAL/EXTERNAL REVIEW COMMITTEE

- 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

- 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
APR DISCUSSION OF FINDINGS

Concluding Conference, or Final Meeting, with the Provost, Senior Vice Provost, Dean and Unit Head
[& Sr. Vice President for Health Sciences, as appropriate]

- 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