The University of Arizona
Academic Program Review Orientation
March 2016
OFFICE OF THE PROVOST

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Assessment
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Data and Business Intelligence
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Tyson Silver, Assistant Director for Institutional Research
Juan Xu, Director for Student Research

APR Manual:
http://www.academicaffairs.arizona.edu/academic-program-review
### OVERVIEW OF THE APR PROCESS

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<th>Initial Planning</th>
<th>Self-Study</th>
<th>Joint Internal/External Review</th>
<th>Discussion of Findings</th>
<th>ABOR Report</th>
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<tr>
<td>Academic Affairs Reps available to help</td>
<td>Faculty in unit responsible for preparation</td>
<td>2 individuals for each position</td>
<td>Meeting with unit head, dean, Provost, &amp; Sr. Vice Provost (and Sr. Vice President for Health Affairs, as appropriate)</td>
<td>Summary reviews sent to ABOR</td>
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<td>Due dates are provided in Appendix A</td>
<td>Suggested outline appears in Appendix B</td>
<td>Sr. Vice Provost approves committee membership and sends letters of invitation (Appendix D &amp; E)</td>
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<tr>
<td>BLOCK POSSIBLE DATES ON PROVOST and DEAN CALENDARS ASAP</td>
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<td>Site visit itinerary (Appendix F)</td>
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<td>Written report (sent to Senior Vice Provost)</td>
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THE SELF-STUDY

As the basis for the entire review process, the self-study helps a program assess its past and present efforts and chart a realistic course for the future.

Self-Study (see Appendix B)

- Summary
- History and goals
- Overview of academic quality
- Faculty (research/scholarship, teaching, and outreach)
- Administration
- Resources
- Undergraduate, graduate, and residency programs (as appropriate), including student learning outcomes assessment
- Academic outreach
- Collaborative efforts
- Planning for the Future
THE SELF-STUDY

TIPS:
• Start self-study now; finish 8 weeks before review
• Follow suggested guidelines (see Appendix B) and expand on areas of specific relevance
• Be thorough, succinct, and avoid repetition
• Use tables where possible (consult UA Analytics)
• Consider your audiences
• Tap expertise of Office of Academic Affairs, Office of Curricular Affairs, UAccess Analytics & Institutional Research (UAIR)
THE SELF-STUDY

At start of self-study:

Review APR Manual

Consult with Celeste Pardee
  data and suggestions on self-study

Consult with Simran Nirh or Ravneet Chadha in UAIR
  data and reports in UAccess Analytics

Consult with Ingrid Novodvorsky or Elaine Marchello in
  (OIA) about program assessment of student learning outcomes
THE SELF-STUDY

Special Topics: (work with Tyson Silver or Juan Xu in UAIR)
Faculty Scholarly Productivity
Academic Analytics data
Special Topics (continued)

Evaluation of Teaching Quality (Appendix G)
  Peer Observations of Teaching (work with OIA)
  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
THE SELF-STUDY

Student Learning Outcomes Assessment:

• Required for improvement of program quality and for university accreditation

• Report
  – expected student learning outcomes,
  – assessment activities and findings, and
  – changes in the program as a result program assessment

• Put assessment findings from the APR on the Assessment Website

http://assessment.arizona.edu/learning_outcomes
Assessment of Student Learning Outcomes

Figure 1: A Faculty-Driven Process for Program Level Assessment of Student Outcomes

http://assessment.arizona.edu
The APR-Enabled Assessment Improvement Cycle

Workshops & Consultations

- Consultation (as requested)
- OIA Consultation
- OIA Workshop & Consultation (as requested)

Annual Assessment Website Update

- 3-Year Post-APR Rubric Evaluation (website)
- 1-Year Post-APR Rubric Evaluation (website)

Self-Study Rubric Evaluation

- Academic Program Review (APR)
  Self-Study (7-year cycle)
INTERNAL/EXTERNAL REVIEW TEAM

PURPOSE: To review the self-study, assess quality, and make specific recommendations for improvement

COMMITTEE COMPOSITION:
- external members provide a national context (minimum 3)
- internal members provide UA context (minimum 2)
- community member provide local context (one)
- alumnus (one)

TIME FRAME:
- discuss list of nominees with the dean
- block time on calendars (Dean, Provost, and Sr. Vice Provost & Sr. Vice President for Health Sciences) after clearing dates with all potential (14) review committee members
- site visit no later than April 15, with report submitted by the end of the semester
THE PROCESS

• Internal/External Review Team reviews self-study prior to visit
• Participate in the on-site interviews with faculty, staff, students, and administrators (department heads of other departments in college)
• Gathers additional data as needed
• Prepares evaluation, including specific recommendations
• Meets with Provost and Sr. Vice Provost (& Sr. Vice President for Health Sciences) at conclusion of visit
• Submits report to the Senior Vice Provost within three weeks of the visit
DISCUSSION OF FINDINGS
Final conference with Provost, Sr. Vice Provost, Dean, and Unit Head

- Unit head may submit a two page response concerning the APR Report to the Senior Vice Provost prior to the meeting.

- Discuss review team recommendations and the unit’s plans for the implementation of recommendations.

- Identify objectives designed to be achieved over the next several years.

- Findings and agreed upon action plan will be summarized in the report to ABOR.
Questions?