Academic Program Review

Orientation 2019

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Senior Vice Provost for Academic Affairs, Teaching & Learning

OFFICE OF THE PROVOST
Academic Affairs

APR MANAGEMENT GROUP

- Office of Academic Affairs
  - Gail Burd, Senior Vice Provost for Academic Affairs, Teaching & Learning
  - Kat Francisco, Executive Associate to the Senior Vice Provost
  - Celeste Pardee, Asst. Director for Academic Policies & Organizations
    - *Note: Celeste is retiring this summer; replacement editor TBD*

Office of Academic Affairs

Office of Instruction and Assessment

**University Analytics & Institutional Research**

APR MANAGEMENT GROUP

- OIA | Office of Instruction and Assessment
  - Lisa Elfring, Assistant Vice Provost for Instruction and Assessment
  - Ingrid Novodvorsky, Director of Teaching, Learning, & Assessment
  - Elaine Marchello, Assistant Director of Assessment

Office of Academic Affairs

Office of Instruction and Assessment

University Analytics & Institutional Research
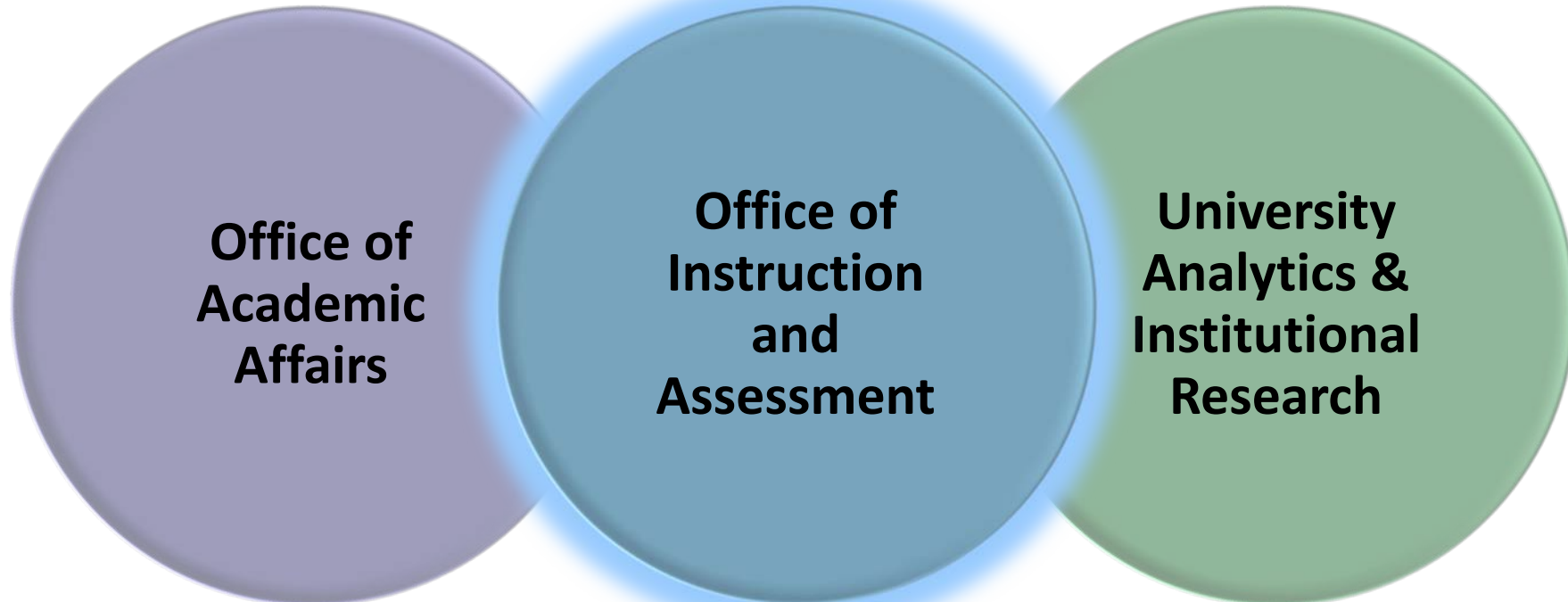
APR MANAGEMENT GROUP

- UAIR | University Analytics & Institutional Research
  - Ravneet Chadha, Interim Executive Director
  - Jessica Hamar Martinez, Associate Research Scientist & Senior Data Analyst
  - Ashley Hurand, Associate Business Intelligence Developer
  - Lauren Isely, Data Analyst

Office of Academic Affairs

Office of Instruction and Assessment

University Analytics & Institutional Research

APR WEBSITE

http://academicaffairs.arizona.edu/academic-program-review
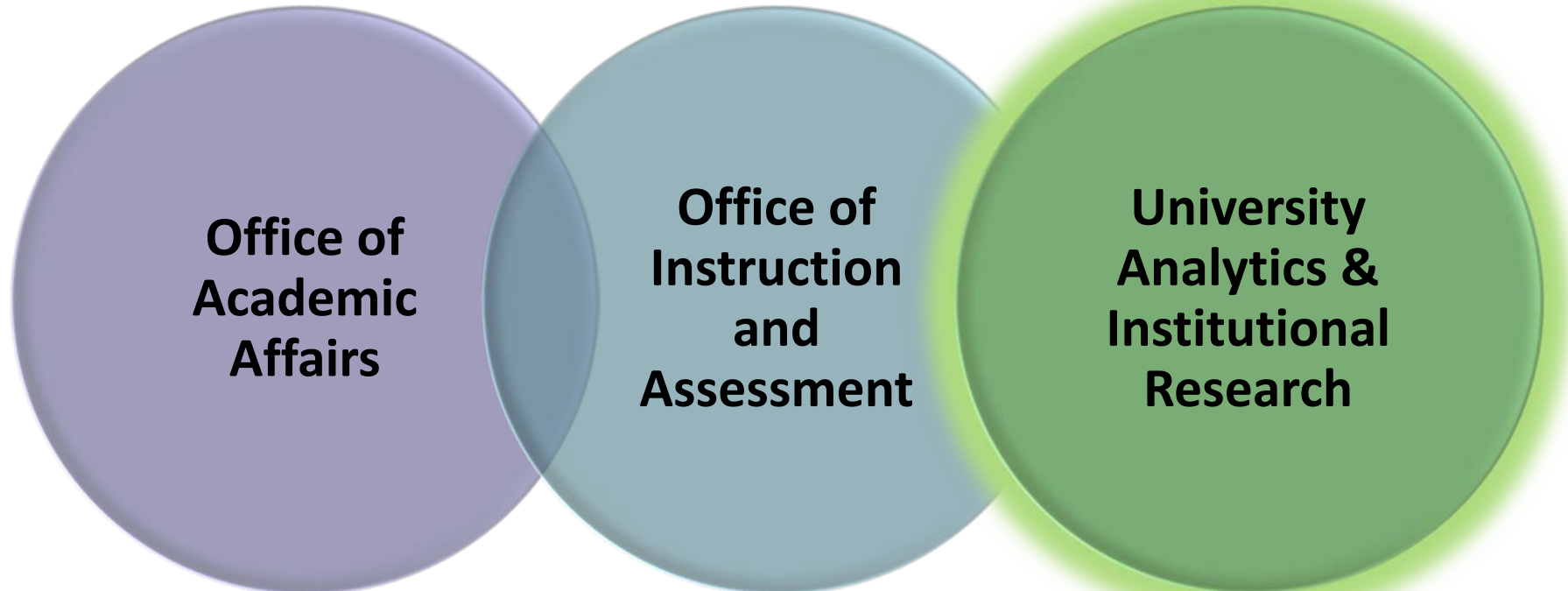
- APR Orientation Registration
- APR Manual & Examples
- APR Management Team Listing

- 7 Year APR Schedule
- Orientation Slides
- List of Peer Institutions

APR OVERVIEW OF THE PROCESS

Initial Planning	Self-Study	Review Committee	Discussion or Findings	REPORTS
APR Management Group available to help; read APR Manual	Dept. Head and Dean approve self-study committee	APR Reviewers: Suggest 2 individuals for each position	Final APR Meeting with:	Summary reviews sent to Arizona Board of Regents (ABOR)
Discuss budget with your Dean	Follow the suggested APR outline in the manual	Sr. Vice Provost approves and invites members *Appendix E*	Unit Head, Dean, Provost, Sr. Vice Provost	Evidence for Higher Learning Commission (HLC) accreditation criteria
BLOCK POSSIBLE DATES ON PROVOST, SR VICE PROVOST & DEAN(S) CALENDARS ASAP FOR SITE VISIT	Send draft to APR Self-Study editor (TBD)	Site visit itinerary *See Appendix F; COM Appendix E*	& SVP for Health Sciences, as appropriate	
Review Assessment Plan with Office of Instruction and Assessment		Written report to Senior Vice Provost *See Appendix E COM Appendix D*		
See Appendix A	*See Appendix B*			

APR SELF-STUDY REPORT

Refer to Appendix B for the Suggested Guidelines

- Summary
- Description and Goals
- History
- Academic Quality
- Faculty
- Administration
- Resources
- Students, Degrees, Outcomes
- Academic Outreach
- Collaborative Efforts
- Planning for the Future
- Special Considerations

UA Honors Village

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 APR Self-Study Editor (TBD) and UAIR

- Consider your audiences

- Tap expertise of the APR Management Group:
  - Office of the Senior Vice Provost for Academic Affairs
  - Office of Instruction and Assessment (OIA)
  - University Analytics & Institutional Research (UAIR)

APR SELF-STUDY TIPS

Where to start:

- Review the 2019-2020 APR Procedure Manual

- Contact APR Self-Study Editor (TBD) with your data contacts and questions on the self-study

- Contact 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

APR SELF-STUDY: UAIR SUPPORT

University Analytics & Institutional Research (UAIR) offers APR support through two primary means:

UAccess Analytics | APR Dashboard

Tool that is managed by UAIR

Academic Analytics

Tool that the UA subscribes to through a third-party company

APR SELF-STUDY: UAIR SUPPORT

UAccess Analytics | APR Dashboard

- Dashboard designed to provide some of the required data (see Appendix B) Note: dashboard to serve as a starting point for the data collection process. Many departments will supplement with additional data.

- Dashboard currently provides data for each of the following sections covered within Appendix B:
  - A. Summary
  - E. Faculty
  - F. Unit Administration
  - H. Undergraduate Students
  - I. Graduate Students

APR SELF-STUDY: UAIR SUPPORT

UAccess Analytics | APR Dashboard

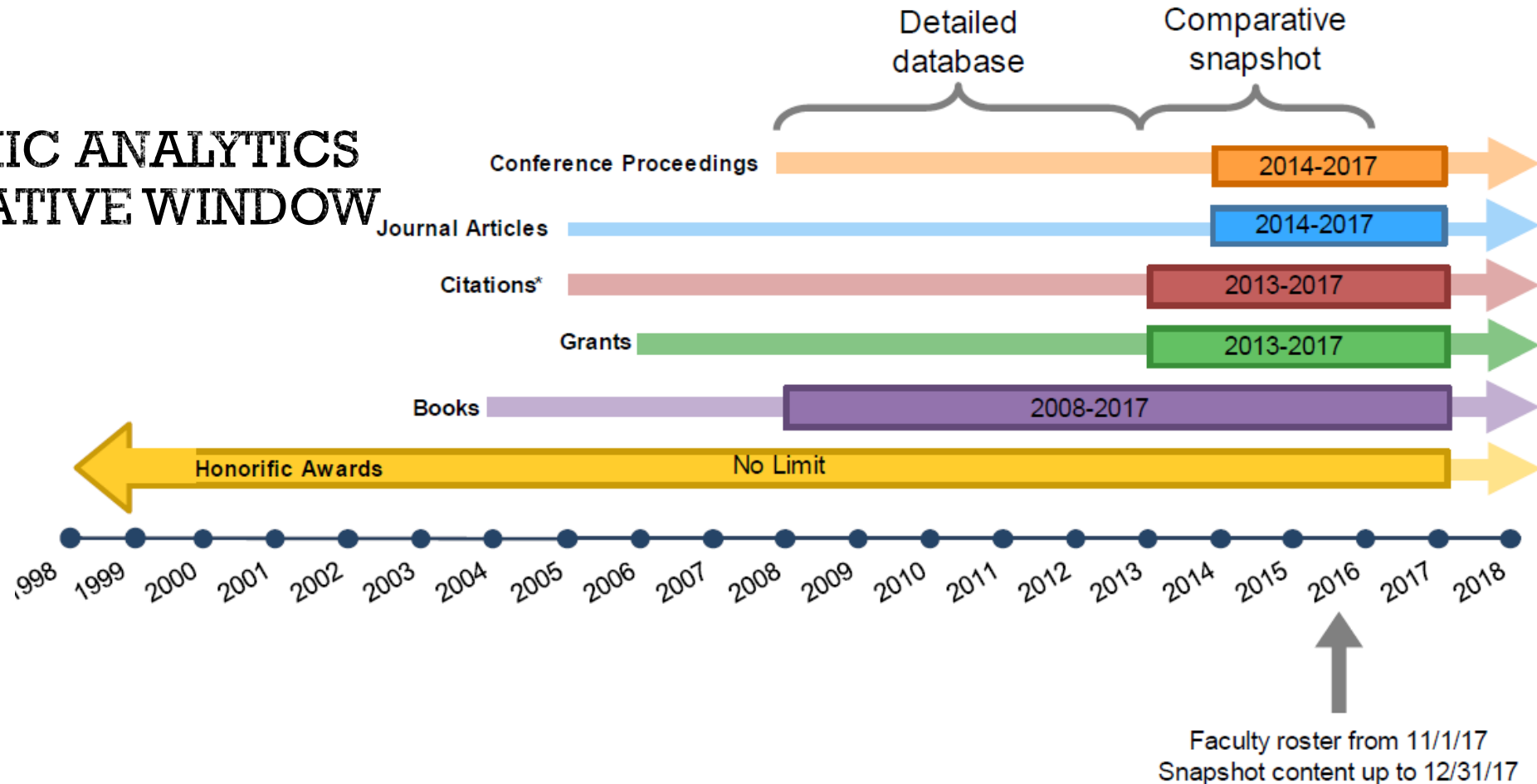Example of Summary Page

APR SELF-STUDY: UAIR SUPPORT

Academic Analytics

- Source of data for aspirational peer comparison
- Provides data on faculty scholarly activity
  - Faculty included: T/TE, C/CE and some research faculty
  - Faculty list current as of fall 2017

Activity	Sources
Conference Proceedings	DOI Sources, e.g. CrossRef Publishers
Journal Articles	DOI Sources, e.g. CrossRef Publishers
Citations	DOI to DOI count of references
Books	Baker & Taylor, The British Library
Honorific Awards	Awarding Agencies
Grants	Federal Funding Agencies

ACADEMIC ANALYTICS

APR SELF-STUDY: UAIR SUPPORT

ACADEMIC ANALYTICS
COMPARATIVE WINDOW

Detailed database

Comparative snapshot

Conference Proceedings — 2014-2017

Journal Articles — 2014-2017

Citations* — 2013-2017

Grants — 2013-2017

Books — 2008-2017

Honorific Awards — No Limit

1998 1999 2000 2001 2002 2003 2004 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018

Faculty roster from 11/1/17
Snapshot content up to 12/31/17

* For AAD2017, we capture citations that occurred in 2013-17 to articles and conference proceedings that were *published* in 2013-17
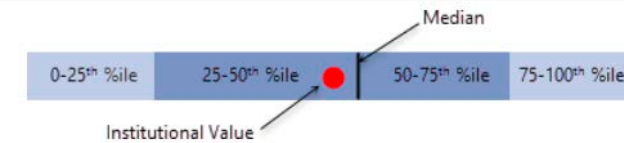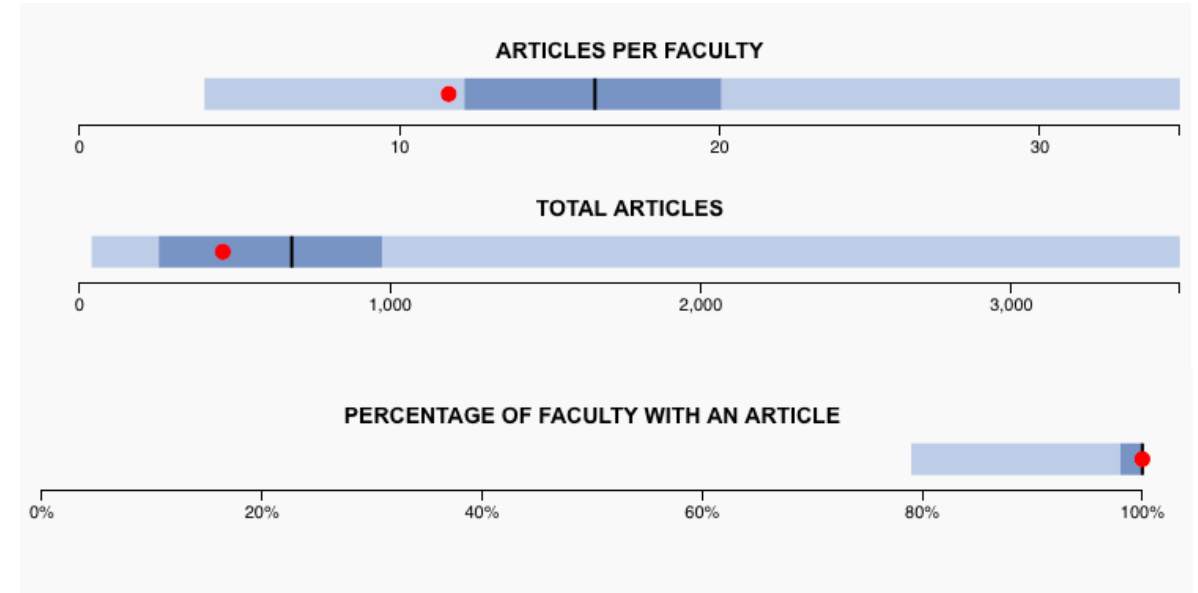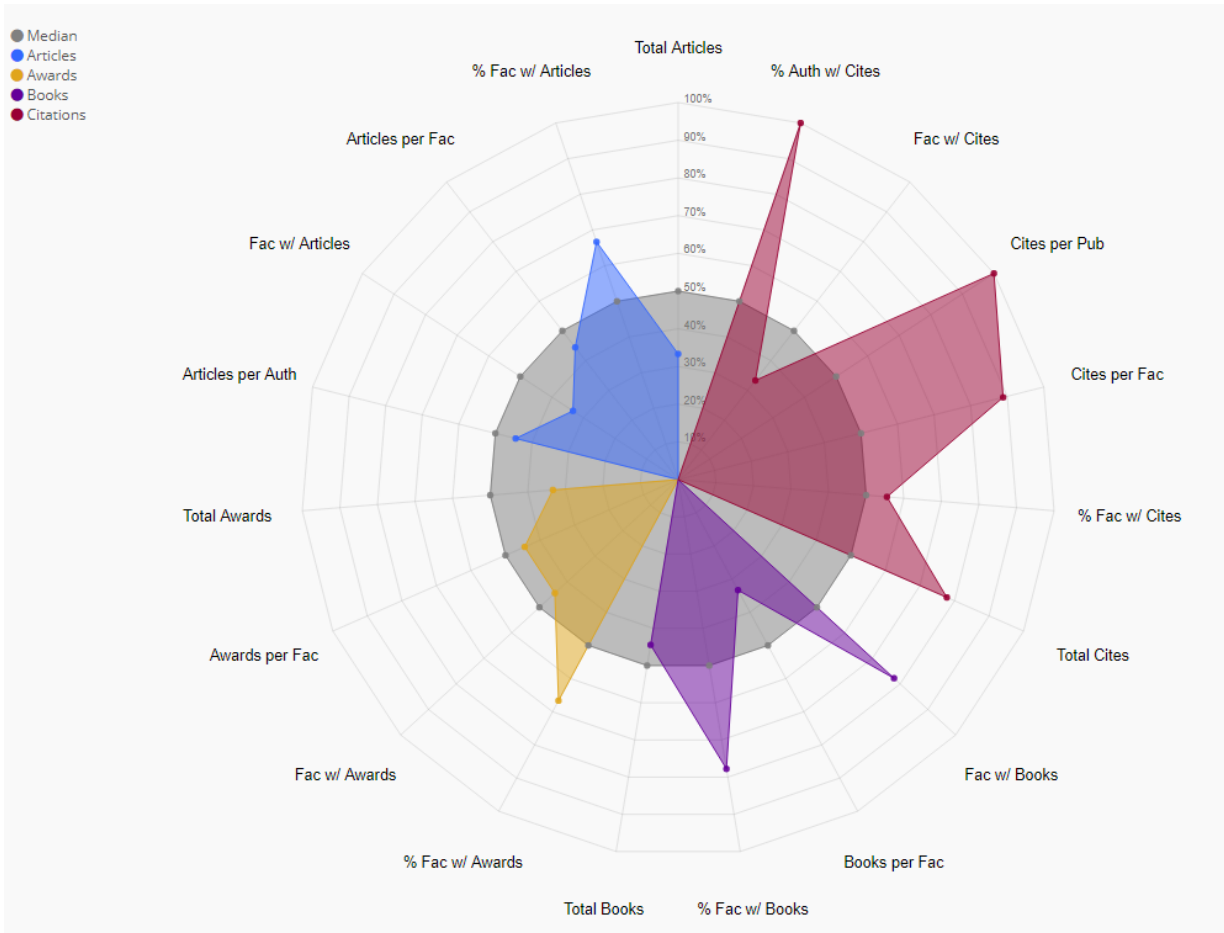
ACADEMIC
ANALYTICS

APR SELF-STUDY: UAIR SUPPORT

Academic Analytics Chart Examples

APR SELF-STUDY: UAIR SUPPORT

Next Steps…

We will be in touch to set up a meeting to help orient you to both the Uaccess Analytics APR Dashboard and Academic Analytics.

Please encourage those who will be pulling data to take the UAccess Analytics basics training session if they have not already done so.

APR SELF-STUDY: TEACHING & LEARNING

Office of Instruction & Assessment

Evaluation of Teaching Quality (Appendix G)

- Peer Observations of Teaching

- Teacher-Course Evaluations

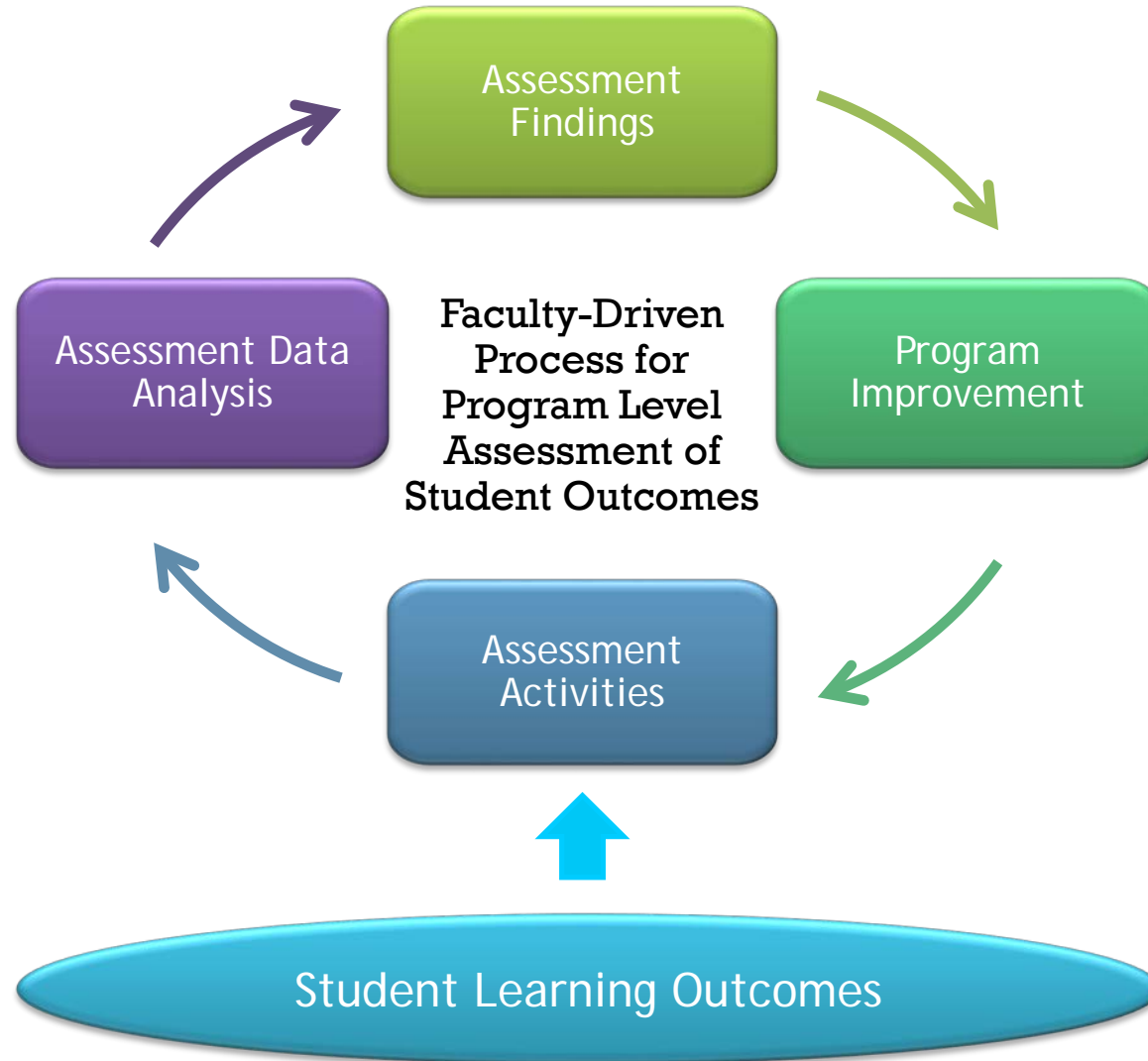- Departmental Self-Assessment of Teaching Quality

General Education (Appendix H)

- General Education Template

- Syllabi of all Tier 1 and Tier 2 Courses

STUDENT LEARNING OUTCOMES ASSESSMENT

APR-ENABLED ASSESSMENT IMPROVEMENT CYCLE

Office of Instruction & Assessment

- OIA Workshops

- OIA Consultations

- Annual **A**ccountability **M**anagement **S**ystem (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 team members are available to schedule AMS orientation workshops by request.

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: Review the Self-Study Report; Interview Department personnel; 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 Reviewers report submitted by the end of the semester

APR REVIEWERS

- Review self-study report prior to visit

- Receive 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 report to the Senior Vice Provost within three weeks of the visit
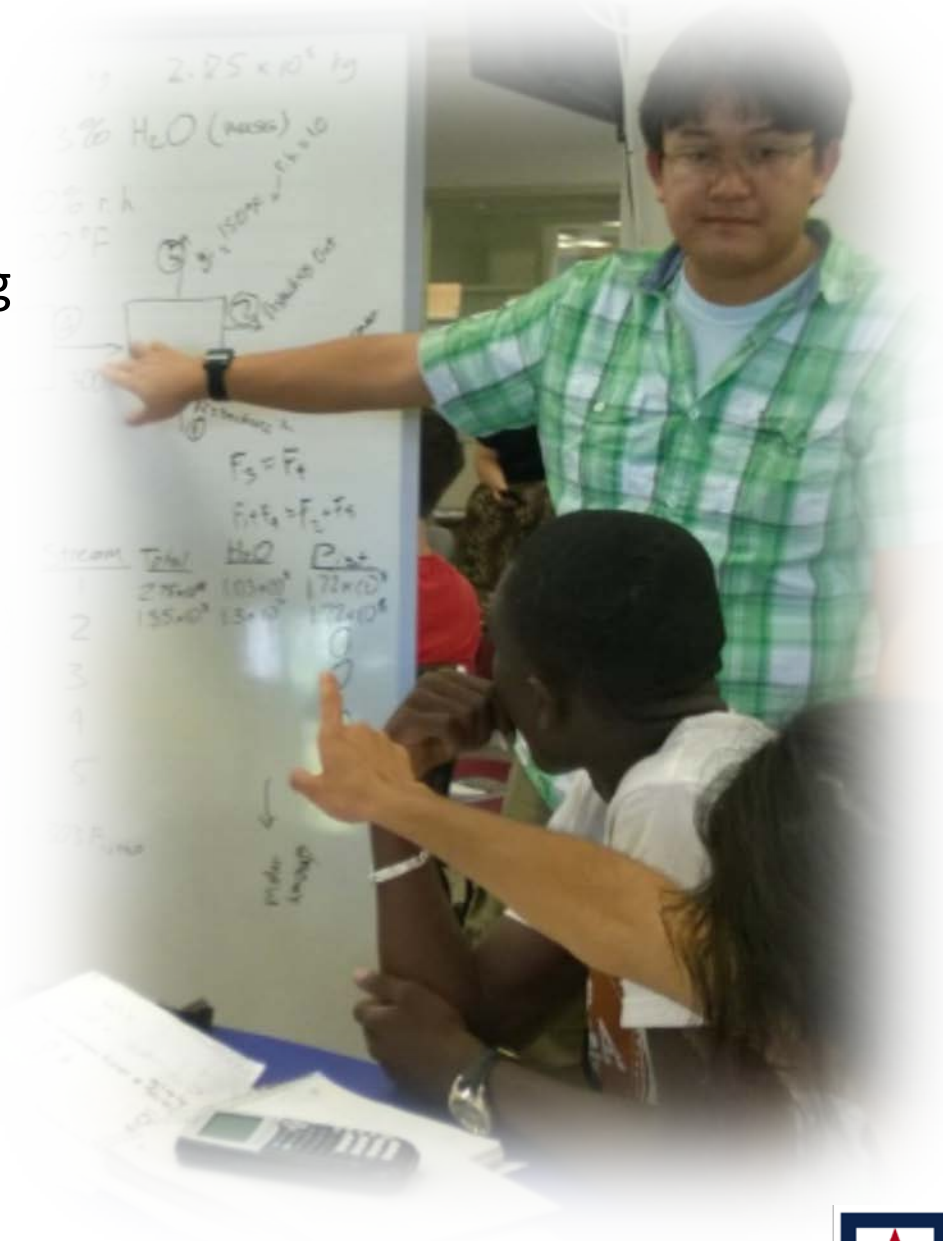
APR DISCUSSION OF FINDINGS

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