Academic Program Review

Orientation 2020

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Senior Vice Provost for Academic Affairs, Teaching, and Learning
APR MANAGEMENT GROUP

- Office of Academic Affairs
  - Gail Burd, Senior Vice Provost for Academic Affairs, Teaching, and Learning
  - Kat Francisco, Manager, Academic Affairs + Admin to Gail Burd
  - Heather Tilson, Manager, Accreditation
APR MANAGEMENT GROUP

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

▪ UAIR | University Analytics & Institutional Research
  • Ravneet Chadha, Executive Director, Analytics & Institutional Research
  • Jessica Hamar Martinez, Associate Research Scientist & Senior Data Analyst
  • Ashley Hurand, Program Manager, Customer Experience & Support
  • Lauren Isely, Data Analyst
APR WEBSITE

http://academicaffairs.arizona.edu/apr

- APR Orientation Registration
- APR Manual & Examples
- APR Management Team Listing
- 7 Year APR Schedule
- Orientation Slides
- List of Peer Institutions
<table>
<thead>
<tr>
<th>Initial Planning</th>
<th>Self-Study</th>
<th>Review Committee</th>
<th>Discussion or Findings</th>
<th>REPORTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attend orientation; Review APR manual</td>
<td>Dept. Head and Dean approve self-study committee</td>
<td>APR Reviewers: Suggest 2 individuals for each position</td>
<td>Final APR Meeting with:</td>
<td>Summary reviews sent to Arizona Board of Regents (ABOR)</td>
</tr>
<tr>
<td>Discuss budget with the Dean</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>
<td>Evidence for Higher Learning Commission (HLC) accreditation criteria</td>
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<tr>
<td><strong>BOOK SITE VISIT DATE</strong></td>
<td>Send draft to APR Self-Study Editor for review and feedback</td>
<td>Site visit itinerary</td>
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<tr>
<td>Review Assessment Plan with Office of Instruction and Assessment</td>
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<tr>
<td>See Appendix A</td>
<td>See Appendix B</td>
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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.

Refer to Appendix B for the Suggested Outline

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

- Start the Self-Study now; finish 8 weeks before site visit date
- Follow guidelines; expand on areas of specific relevance
- Keep the report to 50-75 pages
- Be **thorough, succinct**, and **avoid repetition**
- Use graphs and tables where possible
  - Consult with APR Self-Study Editor 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: 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 Self-Study Summary

Number of faculty (at various ranks), lecturers and adjunct lecturers.
Counts captured on the fall census date of each fiscal year

Number of enrolled students.
Enrollment counts (include MAJORS only) captured on the fall census date of each academic year.

For more detail regarding enrollment, please click on links below.
Undergraduate Enrollment Detail
Graduate Enrollment Detail
Academic Analytics

- Source of data for aspirational peer comparison
- Provides data on faculty scholarly activity in PhD-granting programs
  - Faculty included: T/TE, C/CE and some research faculty
  - Faculty list current as of fall 2018

<table>
<thead>
<tr>
<th>Activity</th>
<th>Sources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conference Proceedings</td>
<td>DOI Sources, e.g. CrossRef Publishers</td>
</tr>
<tr>
<td>Journal Articles</td>
<td>DOI Sources, e.g. CrossRef Publishers</td>
</tr>
<tr>
<td>Citations</td>
<td>DOI to DOI count of references</td>
</tr>
<tr>
<td>Books</td>
<td>Baker &amp; Taylor, The British Library</td>
</tr>
<tr>
<td>Honorific Awards</td>
<td>Awarding Agencies</td>
</tr>
<tr>
<td>Grants</td>
<td>Federal Funding Agencies</td>
</tr>
</tbody>
</table>
APR SELF-STUDY: UAIR SUPPORT

ACADEMIC ANALYTICS COMPARATIVE WINDOW

- Conference Proceedings: 2015-2018
- Journal Articles: 2015-2018
- Citations*: 2014-2018
- Grants: 2014-2018
- Books: 2009-2018

Detailed database
Comparative snapshot

Honorific Awards: No Limit (inclusion varies based on award)


Faculty roster from 11/1/18
Snapshot content up to 12/31/18

* For AAD2018, we capture citations that occurred in 2014-18 to articles and conference proceedings published in 2014-18
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
▪ Student-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

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
- Annual Taskstream Updates (taskstream.arizona.edu)
- OIA Consultations
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 workspaces.*

*OIA team members are available to schedule Taskstream orientations by request.
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 and Senior Vice Provost 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
Where to start:

- **Review** the 2020-2021 APR Procedure Manual
- **Build your team:** Self-Study committee, chair; data contacts
- **Contact UAIR** for data and reports in UAccess Analytics and Academic Analytics.
- **Consult with OIA,** Lisa Elfring, Ingrid Novodvorsky, or Elaine Marchello about program assessment of student learning outcomes
- **Look at self-study examples.** Same webpage as APR manual.