

Academic Program Review

Purpose and Guiding Principles

Program review serves as a primary mechanism through which the University regularly evaluates its educational effectiveness and develops strategic plans for continuous improvement. The program review process involves a comprehensive self-study and internal assessment to evaluate and enhance the quality, relevance, and sustainability of each academic program.

Programs without specialized accreditation undergo program review once every six years through systematic self-evaluation and assessment by the University Assessment Committee (UAC). The insights and recommendations generated through this process inform decision-making supporting strategic planning, resource allocation, quality assurance, and ongoing program enhancement. The University's policy on program review and the following principles guide the review process.

Quality Assurance & Continuous Improvement

Program review serves as a quality assurance process designed to ensure that academic programs maintain high standards and remain current with developments in their discipline domain, pedagogical practices, and workforce needs. Through structured reflection and analysis, using robust data and evidence, programs identify strengths to build upon and areas for strategic improvement. This evidence-based approach ensures that conclusions and recommendations are both objective and actionable.

Strategic Planning and Resource Alignment

Program review outcomes directly inform institutional planning and budgeting processes. By identifying program priorities, resource needs, and opportunities for innovation, the review process enables the University to align resources strategically with the institutional mission and individual program goals.

Accountability and Transparency

Program review demonstrates the University's commitment to accountability to students, faculty, staff, accrediting bodies, and the broader community. Through a structured evaluation process and documentation of program quality and improvement efforts, the University maintains transparency in its actions and commitment to the educational mission.

Faculty Ownership and Collaboration

Program review is a faculty-driven process that values disciplinary expertise and professional judgment. Faculty members lead the self-study, develop recommendations, and take ownership of improvement initiatives, supported by collaborative engagement with administration and the UAC.

Following the completion of each six-year review cycle, programs are expected to develop at least five goals that align with the recommendations and priorities emerging from the review. For each goal, programs should identify a minimum of three objectives or initiatives that outline the specific actions needed to achieve it. Additionally, each goal should include the resources required and the overarching metrics that will be used to assess progress and success. The program review process typically unfolds over an extended period to allow for thorough analysis, thoughtful reflection, and meaningful engagement with stakeholders. Throughout this process, programs receive support from the uAC and institutional leadership to ensure a productive and constructive review experience.

General Schedule of Program Review Activities

Timeline	Activity
February 1	<p>The Provost's Office notifies department chairs of programs assigned for review. Program review support documents and forms are provided.</p> <p>The Office of Institutional Research and Effectiveness (OIRE) provides relevant institutional metrics and offers consultation support for completing the self-study and final report.</p>
February–September	<p>Programs collaborate with relevant stakeholders to gather and analyze data and complete the self-study form.</p> <p>The OIRE provides assistance as needed to programs undergoing review.</p> <p>The Provost's Office sends periodic reminders regarding timeline milestones.</p>
September 30	<p>Programs submit their self-study and required supplemental documents to the Provost's Office for review.</p>
October 31	<p>The Provost's Office reviews all self-studies. Approved studies proceed to the UAC for internal review. Programs requiring revisions must revise and resubmit by November 30.</p> <p>The Provost or designee may, at their discretion, request additional review by external partners.</p>
November–February	<p>The UAC reviews all approved self-study reports.</p> <p>An internal review report outlining strengths, areas for improvement, and recommendations is provided to the department chair.</p>
April 30	<p>Program faculty and relevant stakeholders draft a final report with strategic initiatives based on the self-study, internal review, and other pertinent documents.</p> <p>The OIRE provides assistance as needed.</p> <p>The final report and supplemental resources are submitted to the Provost's Office for review.</p>
May 31	<p>The Provost's Office reviews and approves final reports. Programs requiring revisions must revise and resubmit by June 30.</p>
July 31	<p>All reviews and final reports are finalized. Documentation is archived in the Continuous Improvement and Accreditation Teams space.</p>
Year 3 of 6-Year Cycle	<p>Programs may be required to submit a mid-cycle status update report to the UAC and Provost regarding progress toward action plan goals. Mid-cycle reports are required if recommended by the UAC and approved by the Provost.</p>