

**AY20 Expedited Program Review – Dean’s Findings Template
10-8-2019**

Use college letterhead.

Keep the bolded headings and respond to each

Delete the blue instructions and any remaining blue sections before submitting the memo.

Date:

To: John Stalvey, Interim Provost

From: Dean Name, Title, College

Cc: Committee Chair Name, Title
Program Review Committee Member Name, Title (include all committee members)
Community Campus Director Name, Title, Campus (as appropriate)

Re: AY20 Expedited Program Review Findings

Program/s in this review:

Specialized accrediting agency (if applicable):

Campuses where the program is delivered:

Members of the program review committee:

Name	Title	Campus	Email

Centrality of Program Mission and Supporting Role

Program Demand (including service to other programs), Efficiency, and Productivity

Program Quality, Improvement and Student Success

Program Duplication / Distinctiveness

Commendations and Recommendations

Decision

USE THE FOLLOWING UA APPROVED DECISION TYPES

REMOVE THIS PAGE WHEN SUBMITTING YOUR FINDINGS

UA Approved Definitions

Academic Program

Degree or certificate program: Undergraduate Certificates, Associate Degrees, Baccalaureate Degrees, Post-Baccalaureate Certificates, Graduate Certificates, Post-Graduate Certificates, Master’s Degrees and Doctoral Degree; e.g. BA in English or Fisheries Technology Certificate. Academic Program Review decisions are listed relative to each academic program. For example, deleting a track within a program would be considered a revision of the program. In some cases, stand-alone minors and academic departments that are not degree-granting undergo Academic Program Review at the discretion of the Provost and Dean.

Decision Types

Enhancement: Program will be enhanced with additional resources. (Areas for enhancements might include, for example, faculty or staff, curriculum, program delivery, student success initiatives, outreach and/or partnerships with the community or industry, program promotion and marketing, and facilities.)

Continuation: Program is successfully serving its students and meeting its mission and goals. No immediate changes necessary, other than regular, ongoing program improvements.

Revision: Program will be revised using existing resources, which might entail a reallocation of resources within the program. (Areas for revision might include, for example, faculty or staff workloads and assignments, curriculum, program delivery, student success initiatives, outreach and/or partnerships with the community or industry, program promotion and marketing, and facilities.) Depending on the level of changes, curricular revision may require approval by BOR and NWCCU.

Continued Review: Program is required to address specific issues and to undergo another review within the next two academic years.

Suspension: While decisions relative to the program are made, admissions to the program are suspended. There are a variety of reasons for suspension. These may include, among others, temporary circumstances (e.g., insufficient faculty to meet substantial enrollment increases), planned major revisions to the program (e.g., deleting a track or changing the degree level), or potential program deletion. Program suspension requires notification to SAC and NWCCU.

Deletion: Program is scheduled for deletion, a teach-out process will be developed and communicated to majors, and the program will remain in the catalog until the teach-out process is complete. Program deletion requires approval by BOR and NWCCU.

DRAFT