

Indiana State University Academic Program Review Guidelines

Academic Program Review is a process by which faculty engage in informed review and reflection of the goals, practices, and outcomes of their academic programs. Goals of program review are:

- Identification of program strengths and challenges through the lens of best practices.
- Alignment of practices, policies, and resources with program goals.
- Improved program performance through evidence-based decisions and actions.

Colleges determine the Academic Program Review process for their programs in accordance with the university's guidelines, communicate these expectations to the faculty, and provide support for timely and thorough completion.

Academic Affairs provides the following resources in support of Academic Program Review:

- Fees for external reviewers
 - Essential costs for site visits (e.g., travel, accommodations, meals)
 - Program Review toolkit: www.indstate.edu/academics/accreditation (in development Fall 2019)
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Minimum Guidelines for Academic Program Review

NOTE: Colleges have expectations in addition to the guidelines below. Consult with your college dean's office, associate dean, or assessment office for further details.

Schedule

- Academic Program Review will occur on a regular schedule, approved by the AVP for Academic Affairs, every 7-10 years for programs not accredited by a specialized accrediting agency.
- Changes to the regular schedule due to extenuating circumstances must be approved by the college dean and the AVP for Academic Affairs.

Content

- Academic Program Reviews will include the following **inputs** (guidelines provided by each college):
 - Comprehensive Self-Study
 - External Review
- Academic Program Reviews will result in the following **outputs**:
 - Program faculty discussion, use, and sharing of findings
 - Executive Summary (use standard form: <https://www.indstate.edu/academics/accreditation/program-review>)

Communication

- The department chair, college dean, and Associate Vice President for Academic Affairs will be invited to attend the exit interview conducted by external reviewers.
- Completed Academic Program Review reports will be shared with the department chair, college dean, the Associate Vice President for Academic Affairs, and the Provost.
- The Academic Program Review Executive Summary will be posted publicly on the ISU accreditation and program review webpage by the Assessment and Accreditation Coordinator.