



Academic Program Review Process *at-a-glance*

Purposes

- to examine the quality and productivity of academic programs and
- to develop recommendations leading to program improvement

Overview

- provides comprehensive review of academic programs
- takes place on a seven-year cycle
- uses institutional data, self-studies, and external consultant reports
- incorporates assessment and evaluation by departments, colleges, and academic affairs
- leads to recommendations developed by the program review committee in concert with the provost and college deans
- results in annual reports to the UCF Board of Trustees and the Florida Board of Governors that outline: actions and major changes since last review, strengths, weaknesses, and recommendations
- evaluates each program according to the following five major elements:

Centrality

- alignment of program mission with the college, university, and Board of Governors' strategic plans

Comparative advantage

- national reputation
- job placement of students
- unique features of program
- benchmarking results
- strategic niche

Cost

- number and productivity of faculty members (e.g., SCHs, majors, and degrees generated)
- facilities, equipment, laboratories, meeting space, and software
- instructional delivery requirements (e.g., individual instruction, laboratory assistance, and off-site travel)

Demand

- historical number of applicants and number of students enrolled
- degrees granted
- courses used by other programs
- contribution to the General Education Program
- community, regional, statewide, or national needs

Quality

- incoming students
- curriculum
- student learning
- student satisfaction and employee ratings
- student placement
- faculty members (teaching qualifications, research and creative activity, service)
- facilities
- accreditation and certification results

Sources that Inform Review

- institutional trend data (provided by Office of Institutional Knowledge Management (IKM))
- program and department self-studies (including *Contributing Faculty Activity Worksheet* supplement)
- department/unit statements of good faculty teaching qualifications practices ("discipline descriptions") <http://apq.ucf.edu/fq/fqteaching/dd/>
- graduate faculty members and scholars review and (re-)nomination
- supplemental review materials
- external consultant reports (when necessary or required)