

## Policy Title: Academic Program Review

Policy Number: 0-01-0612

Applies to: The schools, university service units and all faculty

---

### 1.0 POLICY STATEMENT

Academic Program Reviews (APRs) will be conducted in all OHSU schools on a regular basis to encourage departments to evaluate their academic programs and activities as a community of faculty. The Self-Evaluation is a key element of the Academic Program Review Process. It is intended to give departments and programs an opportunity to conduct a critical evaluation of their current activities, identifying specific strengths and areas for improvement, and to engage in strategic planning.

The Office of the Provost will establish a consistent framework for departmental faculty to provide necessary information and for presenting specific goals and objectives, actions to be taken to achieve those goals, a time frame for implementing the actions, and measures of their effectiveness. This will facilitate planning not only at the Departmental level, but at the School and University-wide levels.

The review of academic programs/departments will be conducted at least once every five years following the procedures and guidelines approved by the Office of the Provost.

The APR should focus on the program's effectiveness including: (i) alignment with OHSU's mission, demand for program, and national ranking or performance benchmarking against an appropriate peer group; (ii) resources and capacity; (iii) quality of students enrolled, student performance and success related to program-level student outcomes, employment upon completion; (iv) quality of research, scholarship and/or clinical activities and its impact on program quality and learner outcomes; (v) assessment of strengths as well as changes or improvements needed to achieve future program goals and objectives.

In addition to the internal review, an external review of the self-evaluation report may be undertaken by programs not involved in specialized review processes which include external evaluators. The outcomes of the reviews should be a clearer understanding of the program's quality of education, research, clinical service, and community service or engagement.

To the extent feasible, OHSU will coordinate an institution-level review with the schedule and requirements of a specialized review. If a specialized review has not been conducted in the last three years, the program/department will undertake the institutional review. Appropriate stakeholders, including students, faculty, alumni, administrators and others defined by the Provost shall be involved in the review. The Provost shall provide the resources necessary to ensure implementation and has charged the OHSU Faculty Senate with responsibility for conducting the reviews.

### 2.0 DEFINITIONS

2.1 **Academic Program** is defined as a unique course of study that culminates in the awarding of a specific degree (or certificate) in combination with a specific major. An academic program is characterized by: (i) a coherent and specialized body of knowledge, methods and skills; (ii) a faculty-designed curricular path; (iii) faculty identification with an organized instructional effort in a subject matter area; (iv)

increasing complexity in curricular content during the student’s period of study; and (v) specified learning outcomes or competency levels expected of program graduates.

The Provost may combine program evaluations for programs with low enrollment that involve some or all of the same faculty members or have substantive curriculum elements in common.

2.2 **Programmatic or Specialized Accreditation** program reviews evaluate whether or not a particular program meets disciplinary and/or professional standards set by a disciplinary/professional body or a State licensing bureau. The accrediting body should be recognized by the Council for Higher Education Accreditation (CHEA) or the U.S. Department of Education.

**3.0 RESPONSIBILITIES**

The Provost shall be responsible for developing procedures in consultation with the Faculty Senate to implement this policy.

The deans and the program faculty have the discretion to design the process by which departments and programs conduct their self-evaluation. Where a section of the Guidelines calls for information that is not relevant to a specific department or program, please include the heading with a notation that it is not applicable.

**4.0 PROCEDURES**

Rules, methods, timing, place, and personnel responsible for accomplishing the policy will be outlined in a start-to-finish sequence by the Provost’s Office in the procedure template.

Schools/departments will develop process guidelines in the procedure template.

**5.0 RELATED POLICIES**

N/A

**6.0 KEY SEARCH WORDS**

Program evaluation, accreditation, Faculty Senate responsibilities, academic excellence
---

**7.0 REVISION HISTORY**

05/31/2012	1.0	New Policy Document
6/30/2012	2.0	Policy Implemented

---

**Responsible Officer:** Provost, Office of the Provost

**Policy Contact:** Office of Academic and Student Affairs, 503-494-7878

**Supersedes:** N/A