Policy Number:	**02-50-005**
Policy Title:	**ACADEMIC PROGRAM REVIEW**
Effective Date:	**March 27, 2018**

1. **Policy Statement**

    Academic Program Reviews (APRs) will be conducted for all OHSU Academic Programs at least once every five years to evaluate their quality and effectiveness and support educational activities as a community of faculty. The self-study is a key element of the APR Process. It is designed to assist Academic Programs in conducting a critical evaluation of their current activities, identifying specific strengths and areas for improvement, and to facilitate meaningful and productive strategic planning.

    In addition to the internal review, an external review of the Academic Program may be undertaken as needed for an additional evaluation. The outcomes of the review 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 accreditation review.

2. **Definitions**

    A. **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.

    B. **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. **Responsibilities**

    A. The Office of the Provost shall be responsible for developing and implementing a consistent APR process for the evaluation of program quality and effectiveness in

consultation with the Faculty Senate appointed APR Committee. The APR process will support faculty in reporting specific programmatic 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 program level, but at the school and University-wide levels. 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.

B.   The Academic Program is responsible for the development of the self-study, meeting established deadlines, and responding to recommendations from the APR Committee through use of the Action Plan.

C.   Each school/Academic Program is responsible for reviewing the self-study recommendations and commendations provided by the APR Committee. The school and/or Academic Program shall work together to develop Action Plans in response to self-study recommendations and for the advancement of programs specific goals.

D.   The APR Committee, recommended by the schools and appointed by the Faculty Senate, is responsible for the review and evaluation of program self-studies as indicated on the Five-Year APR schedule, and reporting committee activities to the Faculty Senate. On behalf of the Faculty Senate, the APR Committee will submit a report annually to the Office of the Provost documenting activities and recommended Action Plans based on the evaluations conducted throughout the academic year. The Provost may accept the Action Plan or return it to the school and/or Academic Program for revision.

4.   **Procedures**

Rules, methods, timing, place, and responsibilities for accomplishing the policy will be outlined by the Office of the Provost in the Academic Program Review Handbook.

Implementation Date: March 27, 2018

Revision History: June 30, 2012;

Related Policies and Procedures: Academic Program Review Handbook;

Responsible Office: Provost, academicpolicy@ohsu.edu

Supersedes: CAP Policy 0-01-0612

Key Words: Program evaluation, accreditation, Faculty Senate responsibilities