Academic Program Review

NSU Florida

Academic Program Review

Academic Program Review consists of on-going, high quality peer reviews of all the NSU's academic degree programs on an approximately five-year cycle.
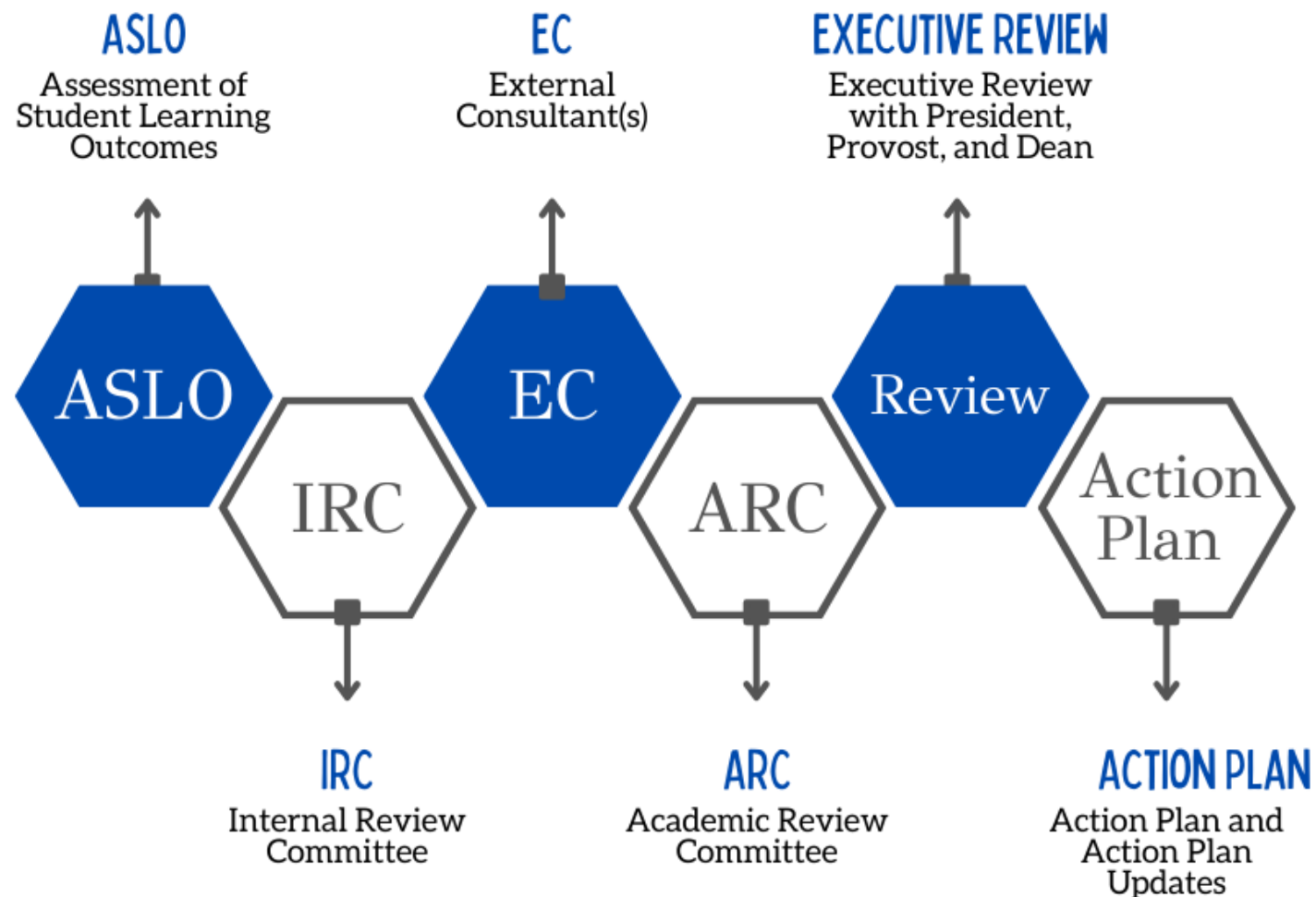
- provide a sharpened focus on academic program areas in which excellence can be achieved in order to enhance national stature and assure the most efficient use of available resources.
- is more of an opportunity for self-examination and self-challenge (NOT PUNITIVE).
- Every program progresses through a six-step evaluation in order to develop a comprehensive plan for improvement over the next five years.

Academic Program Review Website - https://www.nova.edu/academic-affairs/aqaa/forms/academic-program-review.html

ACADEMIC REVIEW PROCESS: AN OVERVIEW

ASLO
Assessment of Student Learning Outcomes

EC
External Consultant(s)

EXECUTIVE REVIEW
Executive Review with President, Provost, and Dean

ASLO — IRC — EC — ARC — Review — Action Plan

IRC
Internal Review Committee

ARC
Academic Review Committee

ACTION PLAN
Action Plan and Action Plan Updates

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Assessment of Student Learning Outcomes (ASLO)

- process is designed to ensure that outcomes for degree programs are being assessed, that assessment results inform decisions regarding the programs, and that improvement in student achievement results from this assessment.
- ASLO Peer Review

  - ASLO Template - https://www.nova.edu/academic-affairs/aqaa/forms/ASLOtemplatejanuary2022.docx
  - ASLO Rating Sheet - https://www.nova.edu/academic-affairs/aqaa/aslo-rating-sheet.xls
  - Assessment Resources - https://www.nova.edu/academic-affairs/aqaa/assessment.html
  - Ramina Benjamin - rbenjami@nova.edu

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Assessment of Student Learning Outcomes (ASLO)

- Tips for developing ASLO reports
  - Use the template
  - Be wise in your choice of LOs
  - Use direct measures
  - Be realistic and specific in the expected level of achievement
  - Use tables to present your results and include comparisons by campus/modality, if applicable
  - Identify areas of strength and weakness
  - Develop plan for improving student learning

Internal Review Committee (IRC)

- Request for Nominations
  - 6 internal faculty members internal to the program
  - 6 possible external consultants
  - 3 preeminent non NSU comparative programs
- Each IRC is comprised of 5 faculty members as follows:
  - 3 faculty internal to the program (the other 3 faculty members that aren't chosen to serve may be asked to serve as outside members on other programs)
  - 1 faculty member from outside of the program
  - 1 chairperson from outside the program and a member of NSU's Academic Review Committee (ARC)
- University Expectations of IRC's – https://www.nova.edu/academic-affairs/aqaa/ircg.pdf

Internal Review Committee (IRC) Report

- The IRC members' initial task is to identify the elements of preeminence in the following areas:
  - Faculty
  - Students
  - Student Services
  - Curriculum
  - Mission and Operation
- The IRC reports on its findings, utilizing the following reports and materials:
  - ASPIRE Report
  - Assessment of Student Learning Outcomes Report (ASLO)
  - Comparative Programs' Materials
- Internal Review Committee Report Template - https://www.nova.edu/academic-affairs/aqaa/forms/IRC%20Template%20Revised%209-9-2022.docx

Internal Review Committee (IRC) Report

- Tips for developing the IRC Report
    - Use the template
    - Be thoughtful in the elements of pre-eminence and use these as the standard to evaluate your program
    - Provide evidence in the narrative to support your claims (use footnotes) for each area
    - Highlight the program's strengths and weaknesses
    - Be thoughtful and thorough in the recommendations – consider what is needed to reach the level of pre-eminence

External Consultant(s)

- Experts in the field to be reviewed and accepted as leaders in their area of expertise

- Provide to the President and the Academic Review Committee a written evaluation of the program and the IRC report
  - Reviews documents
  - Meets with program administration, faculty, IRC committee, students, and NSU senior administration

- External Consultants Guidelines - https://www.nova.edu/academic-affairs/aqaa/externalconsultantsreportguidelines.pdf

External Consultant(s)

- Tips for meeting with the EC
    - Be prepared- know who you are meeting with
    - Discuss the main recommendations from the IRC report that can take the program to the next level
    - Be thorough and honest

Academic Review Committee (ARC)

- Permanent, standing university committee comprised of University faculty members appointed by and reporting to the President.

- Sub committee (2 members) are appointed to review and compare the IRC and EC reports
  - ARC Subcommittee Guidelines - https://www.nova.edu/academic-affairs/aqaa/arc-subcommittee-guidelines.pdf
  - ARC Summary of Recommendations Template – https://www.nova.edu/academic-affairs/aqaa/forms/ARC%20Summary%20Template%20Updated%20June%2013%202022

- The full ARC committee meets to review and evaluate proposed recommendations

- Finalize the ARC's Summary of Recommendations to the President

Executive Review Meeting

- The President Reviews ARC's Summary and Recommendations to President
- Meets with Provost, Dean/Program Director, and Academic Program Review Director
- Requests Action Plan

Action Plan and Action Plan Updates

- Following the Executive Review meeting, the leadership will request the creation of an Action Plan that will serve to implement the recommendations that were identified in the ARC Summary.

- This Action Plan should provide specific activities, along with timelines and resource reallocations that will serve to illustrate how these recommendations will be actualized.

  - Action Plan Template - https://www.nova.edu/academic-affairs/aqaa/forms/action-plan-template1%2021-22.docx

- Each year, the program will revisit the Action Plan and complete an update on the initial report until the program starts the review cycle again.

  - Action Plan Update Template - https://www.nova.edu/academic-affairs/aqaa/action-plan-update-template.docx

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