January 31, 2020 email to Deans and Associate Deans

Please pass along my appreciation to department chairs, program directors, and all faculty participating in the current program review process. I and the staff in Institutional Research, Aaron Skira and Jaweed Mohammed, have tried our best to address questions from faculty as they complete the program review templates.

As Provost Leaman emphasized at the Faculty Senate meeting on January 27, 2020, the current program review process is in its “alpha” stage and will improve with feedback from all participants. The data available to faculty is much more robust than in any past program review, is more transparent, and includes the HLC expectation that program review leads to planning and curricular improvement.

We are nearing the point where college committees will now have access to reviewing the program review templates. It is important that the Senate Executive Committee (EC) member from your college be involved in the process of selecting the faculty serving on the College Program Review Committee. I have attached the list of the Senate EC members.

By February 7, 2020, please send me the names of faculty who will be serving on the College Program Review Committee. These faculty will be provided “Read Only” access to all program review templates in the College. I can provide access to the files prior to February 7, but remember that chairs have until February 7 to complete the “Recommendation by Chair” template. I will need the name of one person who will be designated to complete the College Committee Recommendation tab for every template.

The remaining timeline is as follows:

* Between Feb. 7 and Feb. 21, faculty on the College committees will review program review templates in their College and have designated person(s) complete the “Recommendation by College Committee” tab.
* On Feb. 21, Senate EC committee members will have “Read Only” access to all program review templates for the sole purpose of having faculty senate involvement in the overall process.
* By March 6, College Deans will complete the “Recommendation by Dean” tabs
* Between March 6 and April 3, Provost Leaman will complete the “Recommendation by Provost” tab.

If requested, I can meet with College Committees to go over the information contained in the program review templates. The following resources are also available at this link - <https://www.wright.edu/academic-affairs/academic-program-review>

* Program review workshop power point
* Program review data overview (provides a description of each tab in the template)
* Program review Questions and Answers (email sent to chairs, deans, and associate deans on January 10, 2020)

As a reminder,

* Certificates are not being reviewed at this time unless they are stand-alone certificates, meaning the courses are only taken to meet the certificate. If courses offered in certificate programs lead to completion of existing majors, then the programs do not need to be reviewed.
* Some programs have had name changes or have been deactivated over the last five years. Only the template of the current named program needs to be completed. A note can be made in the Summary tab of the deactivated program of the change made over the last 5 years. The faculty will need to copy from the deactivated program and paste the data into the appropriate “Comments” tab of the current program.

Contact me with any questions.

Carl

2155

Carl.brun@wright.edu