AGENDA
THE UNIVERSITY OF WEST FLORIDA
BOARD OF TRUSTEES

Academic Affairs Committee Meeting
November 16, 2017

University of West Florida Conference Center, Bldg. 22
11000 University Parkway, Pensacola, FL 32514

Call to Order/Roll Call. .................................................. David Ramsey, Member

Greeting ................................................................. David Ramsey

Action Items:

Information Items:
1. Academic Program Reviews for 2017-2018 Academic Year
2. Overview of 2UWF Transfer Student Partnership Program

Other Committee Business:

Adjournment
Issue/Agenda Recommendation: Academic Program Reviews for 2017-2018 Academic Year

Proposed action: Informational

Background information:

The Florida Board of Governors requires the review of all academic programs on a seven-year cycle. University of West Florida Policy AC-07.00-06/09 details the requirements of the program review process in order to provide information for assessing and improving academic programs. Where appropriate, program reviews are carried out in conjunction with discipline accreditation reviews. The results of program reviews are expected to inform strategic planning, program development, and resource decisions. Among the key components of academic programs reviews are:

- Appropriate input from external experts;
- Review of the mission(s) and purpose(s) of the program within the context of the UWF mission and the Board of Governors Strategic Plan;
- Establishment of teaching, research, service, and other program goals and objectives;
- Emphasis on assessing student learning outcomes, especially as related to the program’s Academic Learning Compact;
- Review of current strengths and challenges of the program;
- Summary of recommendations and/or proposed action plans made as a result of the review; and
- Electronic submission of a summary of each academic program review to the Board of Governors.

The supporting document for this item lists the programs involved in the 2017-2018 Academic Program Reviews cycle.

Implementation Plan: UWF follows established timelines and policies.

Fiscal Implications: Program review costs are funded through the Office of the Provost.

Supporting documents:

2017-2018 Academic Program Review Schedule
AC-07.00-06/09 Academic Program Review Policy
http://uwf.edu/aadocs/bot/AC-07.00-06.09_Program_Review_Policy.pdf

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Facilitator/P Presenter: Kimberly McCorkle, Interim Vice Provost
### 2017-2018 Academic Program Reviews/Accreditations

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Academic Program Review

I. Statement of Intent

A. Academic program reviews are designed to periodically analyze how degree programs provide students with high quality education and preparation for success in our global economy. Well aligned with regional and discipline-specific accreditation expectations, program review processes in the State University System emphasize the assessment of student learning outcomes and continuous program improvement.

B. The Florida Board of Governors requires the cyclic review of all academic degree programs in State universities at least every seven years. Program reviews must document how individual academic programs are achieving stated student learning and program objectives within the context of the university's mission, as illustrated in the academic learning compacts. The results of the program reviews are expected to inform strategic planning, program development, and budgeting decisions at the university level and, when appropriate, at the state level.

C. The Florida Board of Governors expects university personnel to ensure that program review processes and summary reports are of high quality and that they comply with the expectations outlined in Florida Board of Governors and university regulations.

II. Program Review Schedule

A. The University of West Florida, hereinafter referred to as "the university," shall establish and maintain a seven-year schedule for submission of program review summary reports for every degree program within the cycles established by the Florida Board of Governors.

B. The university's program review schedule shall ensure that all programs receive sufficient review, with appropriate input from external experts, within the established seven-year cycle. Exceptions to the seven-year cycle may be
negotiated with the Florida Board of Governors to align a review with a specialized accreditation cycle. The university shall submit its program review schedule to the Office of Academic and Student Affairs of the Florida Board of Governors according to the timetable established by the Florida Board of Governors.

UL Program Review Procedures and Guidelines

A. The university must establish and publish clearly defined procedures and guidelines for reviewing academic degree programs during each seven-year cycle for the purpose of ensuring continuous program improvement.

B. The university's program review and continuous improvement processes must include the following components as identified in the Florida Board of Governors program review regulation:

1. The review of the mission(s) and purpose(s) of the program within the context of the university mission and the Florida Board of Governors' Strategic Plan;

2. The establishment of teaching, research, service, and other program goals and objectives, including expected outcomes, particularly in the area of student learning;

3. An assessment of:

   (a) how well program goals/objectives are being met;

   (b) how well students are achieving expected learning outcomes;

   (c) how the results of these assessments are used for continuous program improvement; and

   (d) the sufficiency of resources and support services to achieve the program goals/objectives.

4. For baccalaureate programs, a review of lower level prerequisite courses to ensure that the program is in compliance with State-approved common prerequisites and (if appropriate) a review of the limited access status of the program to determine if such status is still warranted.

5. The university may require additional components for program reviews beyond those required by the Florida Board of Governors. Such additional program review components shall be identified in the university's program review procedures and guidelines.

C. When requested by the Florida Board of Governors, the university shall submit its program review procedures and guidelines to the Office of Academic and Student Affairs of the Florida Board of Governors.
D. The university must electronically submit revisions to its program review procedures and guidelines to the Office of Academic and Student Affairs of the Florida Board of Governors by December 15 of each year of the cycle.

IV. Program Review Summary Reports

A. A program review summary report must be completed for every program review that is conducted during each program review cycle. Each summary report must include the following components identified in the Florida Board of Governors program review regulation, Florida Board of Governors Regulation 8.015:

1. The CIP/degree combinations for the program that is reviewed;

2. An electronic copy of the current Academic Learning Compact for each reviewed baccalaureate program;

3. An indicator identifying whether or not the program review was conducted in conjunction with any external reviews (e.g., accreditation reviews);

4. The date of the last review of this program;

5. A brief description of major changes made since the previous program review;

6. A summary and evaluation of assessment procedures used by the program;

7. A summary and evaluation of the use of assessment evidence for continuous improvement of the program;

8. A summary of the current strengths of the program;

9. A summary of the current weaknesses of the program;

10. A summary of the recommendations and/or proposed action plans made as a result of the review;

11. An official signature of the university provost that will verify that the program review included all of the processes outlined in the Florida Board of Governors program review regulation and was conducted according to approved university regulations, procedures, and guidelines.

B. The university may require additional components for program review reports beyond those required by the Florida Board of Governors. Such additional program review report components shall be identified in the university's program review procedures and guidelines.
C. A copy of all full program review reports must be maintained at a campus location specified by the university provost.

V. Program Review Summary Report Submission

A. The university must provide its schedule for submission of program review summary reports in a prescribed electronic format to the Office of Academic and Student Affairs of the Florida Board of Governors by December 15 of each year of the cycle.

B. For each program review conducted during a program review cycle, a program review summary report must be electronically submitted to the Office of Academic and Student Affairs of the Florida Board of Governors during the year in which the summary report is scheduled for submission.

Approved By: Dr. Judith Bense, President Date: 7/6/09
UWF Board of Trustees Meeting
Academic Affairs Committee
November 16, 2017

Issue/Agenda Recommendation: Overview of 2UWF Transfer Student Partnership Programs

Proposed Action: Informational

Background Information:

This presentation will provide an overview of the 2UWF Program, which guarantees admission for associate degree graduates from any of three partner state colleges. Current partners include Gulf Coast State College, Northwest Florida State College, and Tallahassee Community College. The program also provides priority admission and enriched advising. The presentation will highlight best practices from the program.

Implementation Plan: None

Fiscal Implications: None

Supporting documents: PowerPoint

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