

**Academic Program Review Council  
Report to the Senate 2013**

Date: November 19, 2013  
To: Academic Senate  
From: Academic Program Review Council  
Subject: Recommendations to the Academic Senate

In accordance with the guidelines set forth in *Academic Program Review: A Guide for Participants*, the Academic Program Review Council (APRC) presents these recommendations for Senate consideration.

Academic program review began at Ferris in 1988, and has continued uninterrupted since 1995. This year we present the eighteenth continuous year of program review recommendations. This is an impressive record that speaks well of the long-term commitment of Ferris faculty and administration to comprehensive program assessment and improvement.

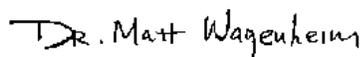
These recommendations are the product of a year's work done by over one hundred faculty members, Ferris administrators, and loyal friends of degree programs. Fifteen degree programs and one non-degree entity produced self-study reports and one program produced a follow-up summary which were submitted to APRC in August. Beginning on the day after Labor Day, APRC has met for three hours on Tuesday and Thursday evenings for ten weeks—with additional hours reading, analyzing, meeting with program review panels, and formulating recommendations. It is our belief that these steps make academic program review valuable for the entire University community.

The recommendations are in three categories—general, program-specific, and process-related.

All faculty members bear a responsibility not just for their own courses and programs, but also for the integrity and value of the University's entire curriculum. By our participation in this process, we affirm once again the importance of the role faculty play in decision-making about academic programs. I would like to publically thank the members of the 2013-2014 Academic Program Review Council. Program review is a time-consuming and challenging endeavor which council members took on with hard work and dedication. I am grateful for their help and insight.

Sandy Cook, Health Professions  
Anita Fagerman, Business  
Alison Konieczny, FLITE  
Nick Kuiper, Education and Human Services  
Gary Todd, Engineering Technology  
Aaron Waltz, Business  
Helen Woodman, Retention & Student Success

Sincerely,



Matt Wagenheim, Chair

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**Suggestions for APR Process Improvements**

These recommendations are designed to make the academic program review process more efficient and effective. Recommendations come from council members who have gone through the APR process themselves (as program representatives or PRP chairs) in addition to serving on the APRC for many years.

1. The APR “Guide for Participants” which provides a roadmap for programs undergoing review is in the process of a complete re-evaluation. Suggestions for APR process improvements will be presented to the Academic Senate by the end of March 2014.

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**General Recommendations**

These recommendations accompany and complement the recommendations for specific degree programs. They also address policy issues broadly relevant to program review.

1. In collaboration with representatives of relevant university committees, the University is encouraged to investigate standards, processes, and procedures to ensure proficiency in graduates' writing skills.
2. With a focus on the FSU mission, vision, and core values, the University is encouraged to clarify the current status of graduate education offered – including support services and facilities, adequate staff in both numbers and qualifications, and appropriate student accommodations typical of a quality graduate education.
3. The University is encouraged to provide clarity outlining the roles, responsible parties, duties, and support for program-level marketing and promotion.
4. The University is encouraged to ensure programs, offered primarily as extensions of traditional general education, are of high quality.
5. The University is encouraged to provide clarity outlining the roles, responsible parties, duties, and support for program-level alumni tracking.
6. The University is encouraged to establish a standard web presence across all university programs.
7. The University is encouraged to improve the ease with which prospective students and other stakeholders find individual programs on the World Wide Web and within the ferris.edu website.
8. The University is encouraged to provide clarity regarding how decisions are made relating to program-level clerical and administrative support, dedicated marketing and recruiting support, supply and equipment allocation, etc.
9. The University is encouraged to collaborate with college deans to ensure that all programs have clearly identified student learning outcomes available through TracDat, and evidence of continuous program improvement based (in part) on progress achieving student learning outcome goals.
10. The University is encouraged to collaborate with college deans to ensure that all programs dependent upon specialty equipment for student success have an on-going plan including: current status of equipment; suggested preventative maintenance schedule and expense; expected equipment life and associated costs, and any additional information deemed important for the decision-making process.
11. The University is encouraged to work with college deans to provide clarity as to how specialty equipment repair and replacement decisions are made at the program level.
12. The University is encouraged to evaluate perceived measures of individual program success to address the culture of silos between academic units across campus.

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MEMORANDUM

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Applied Speech Communication**  
CC: Cami Sanderson, Trinidy Williams, Rick Kurtz, Khagendra Thapa, Roberta Teahen,  
Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Applied Speech Communication (B.S.)**  
**Applied Speech Communication (A.A.)**  
**Communication (B.A.)**  
**Communication (Minor)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program works in close collaboration with various programs across campus.
- **Program Value:** The program operates at relatively little additional cost to the university. The program provides a baseline of technical skills applicable in multiple fields.
- **Program Enrollment:** In Fall 2013, the program had an estimated 20 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment or continue graduate study in Michigan, throughout the United States and internationally.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program has identified six program-level learning outcomes.
- Program-level learning outcomes have been measured through successful completion of an exam during the capstone experience and by tracking graduation rates. The program is in the process of replacing the exam as an indicator of program success with a portfolio analysis.
- Evidence of a curriculum map not found.
- Evidence of program-level learning outcomes housed in TracDat not found.

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**V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- The program services majors as well as general education courses with well-qualified and highly-involved faculty.
- The program offers a variety of unique concentrations.
- Program graduates receive transferable skills and are qualified to pursue a variety of career paths.
- The program has implemented a spiral curriculum across all communication degrees.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to explore in greater detail the potential demand for a B.S. in Sports Communication especially in light of a relatively large drop in other communication programs' enrollment since the last APR review.
- The program is encouraged to explore the level of understanding incoming majors have regarding career path options and potential low salaries.
- The program is encouraged to explore the current process by which student advising is addressed. There seems to be a disconnect between faculty load assignments and consistency in the advising process throughout students' course of study.
- The program is encouraged to study competitor program websites as a way to benchmark industry standards. Program faculty identified the program at Western Michigan University as having a model website.
- The program is encouraged to fully integrate the establishment and evaluation of program-level learning outcomes as one path toward continuous program improvement.

# Academic Program Review Council Report to the Senate 2013

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## MEMORANDUM

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Industrial Chemistry Technology**  
CC: Bill Killian, David Frank, Larry Schult, Khagendra Thapa, Roberta Teahen, Fritz Erickson

### I. IDENTITY OF PROGRAM:

**Industrial Chemistry Technology (A.A.S.)**

### II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

### III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program works to support various programs across campus.
- **Program Value:** The program operates at relatively little additional cost to the university. The program provides a baseline of technical skills applicable in multiple scientific fields.
- **Program Enrollment:** In Fall 2013, the program had an estimated 6 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment or continue graduate study in Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

### IV. ASSESSMENT:

- The program has identified student learning outcomes at the program-level.
- The program has a curriculum map.
- The program has program-level student learning-outcomes housed in TracDat.
- Limited evidence of continuous program improvement through use of program-level student learning-outcome analysis.

### V. APROC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- Program graduates earn relatively high starting salaries.

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- The program serves to retain students who may otherwise transfer.
- The program is operated at relatively little additional cost to the university.

**VI. APCR OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to fully integrate the establishment and evaluation of program-level student learning outcomes as one path toward continuous program improvement.
- The program is encouraged to remain focused as a true 2+2 program versus a four year degree.
- The program is encouraged to develop a strategic plan for program improvement and growth. It is recommended that part of the strategic plan encompass equipment replacement (including an inventory of current equipment, recommended maintenance schedules and cost, projected equipment life and plans for acquisition, etc.).
- The program is encouraged to develop a closer working relationship with program graduates and/or industry representatives in terms of program support and growth.

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Integrative Studies**  
CC: Roxanne Cullen, Rick Kurtz, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Integrative Studies (B.S.)**  
**Liberal Arts (A.A.)**  
**Pre Law (A.A.)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program with Enhancement:** The program's status with respect to the categories in Section 5 of the report merits continuation. The program's status with regard to several of the categories is significantly high; however, its less satisfactory status with regard to the other categories could be significantly improved by the allocation of additional resources.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program works in close collaboration with various programs across campus.
- **Program Value:** The program acts to retain students, to allow students to complete degrees, and provides an opportunity for students to craft a unique degree path.
- **Program Enrollment:** In Fall 2013, the program had an estimated 94 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment or continue graduate study in Michigan and throughout the United States.
- **Quality of Curriculum:** Curriculum is responsive to student need.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- Limited evidence of formal student learning outcomes at the program-level found.
- Evidence of a curriculum map not found.
- Evidence of program-level student learning outcomes housed in TracDat not found.

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**V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- Program graduates learn transferable skills and are qualified to pursue a variety of career paths.
- The program offers tremendous flexibility for students to craft a unique course of study.
- The program offers the opportunity for students to maximize academic credit earned from a variety of sources and timeframes.
- The program serves to retain students who might otherwise transfer out of FSU.
- The program works in conjunction with other colleges and programs.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to develop a strategic plan for program improvement and growth.
- The program is encouraged to formalize the processes and procedures related to student advising.
- The program is encouraged to evaluate the internship process in order to increase the associated structure, content, and oversight.
- The program is encouraged to evaluate a potential degree name change from a “Bachelors in Integrative Studies (BIS)” to a “Bachelors of Science in Integrative Studies (BS)” as a way to address potential student and employer confusion.
- The program is encouraged to fully integrate the establishment and evaluation of program-level student learning outcomes as one path toward continuous program improvement.

**VII. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM ENHANCEMENT:**

- The APRC recognizes the importance of the Integrative Studies program as a way to retain current FSU students, as an opportunity to attract students seeking a unique course of study, and as a way to accommodate returning or transfer students with a variety of credits earned at FSU or other institutions. Currently, the coordinator of the program receives half-time release for the required administrative, advising, teaching, and other responsibilities required to manage a successful program. We encourage the University to increase the release time for the coordinator of the program from one half to full-time release in order to provide the program greater opportunity to improve and expand.

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Sociology**  
CC: Bonnie Wright, Tom Behler, Rick Kurtz, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Sociology (B.A.)**  
**Sociology (Minor)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** Program faculty serve all university students through the teaching of general education courses.
- **Program Value:** The program operates at relatively little additional cost to the university.
- **Program Enrollment:** In Fall 2013, the program had an estimated 9 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment or continue graduate study in Michigan and throughout the United States.
- **Quality of Curriculum:** Curriculum is consistent with other Michigan colleges.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program has identified student learning outcomes at the program level.
- The program has a curriculum map.
- Limited evidence of program-level student learning outcomes housed in TracDat.
- Limited evidence of continuous program improvement through use of program-level student learning outcome analysis.

**V. APROC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- The program is operated at relatively little additional cost to the University.

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- The program offers a unique mix of available concentrations.
- Program graduates gain a well-rounded academic experience through completion of a required minor.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to fully integrate the establishment and evaluation of program-level student learning outcomes as one path toward continuous program improvement.
- The program is encouraged to develop a strategic plan for program quality and growth.
- The AS administration is encouraged to continue to work toward an efficient department structure and focus to ensure that Sociology and related programs (Geography, Political Science, and Anthropology) receive the required support and attention that gives students an opportunity for the strongest degree possible.

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Hospitality**  
CC: Julie Doyle, Lianne Briggs, Dave Nicol, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Hotel Management (B.S.)**  
**Resort Management (B.S.)**  
**Hotel Management with A.A.S. in Restaurant and Food Industry Management (B.S.)**  
**Restaurant and Food Industry Management (A.A.S.)**  
**Dietary and Food Service Management (A.A.S.)**  
**Associated minors and certificates**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program offers numerous experiential learning opportunities for students.
- **Program Value:** The program has established a regional reputation and enjoys a close working relationship with industry leaders represented on its advisory panel.
- **Program Enrollment:** In Fall 2013, the program had approximately 165 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment in Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program has identified student-learning outcomes at the program-level.
- The program has a curriculum map.
- The program has program-level learning outcomes housed in TracDat.

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- Evidence of continuous program improvement through use of program-level learning outcome analysis.

**V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- The program offers students a variety of opportunities for experiential learning.
- The program works closely with an advisory panel represented by leaders in a variety of related hospitality industries.
- The program is responsive to changing industry demand.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to develop a strategic plan that includes accommodation for equipment maintenance and replacement.
- The program is encouraged to evaluate the processes and procedures related to faculty and student involvement in the production of the yearly Gala. Connections between Gala participation and established student-learning outcomes are encouraged to be formalized and clearly communicated to students.
- The program is encouraged to evaluate the effectiveness of its present Registered Student Organization structure.
- The program is encouraged to evaluate the process by which advisory board members are utilized for program improvement, and the process by which decisions regarding advisory board recommendations are implemented.
- The program is encouraged to investigate the potential name change of its initial student work experience in an attempt to clear any confusion with potential employers and the use of the word “internship.” The program is encouraged to investigate a policy that all students complete their initial student work experience no later than the end of summer following their sophomore year in the program.
- The program is encouraged to fully integrate the establishment and evaluation of program-level student-learning outcomes as one path toward continuous program improvement.

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Legal Studies**  
CC: Gayle Lopez, Dave Nicol, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Legal Studies (A.A.S)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program is nationally accredited and works closely with programs and support services across campus.
- **Program Value:** The program has achieved a relatively high retention rate while attracting a diverse student enrollment.
- **Program Enrollment:** In Fall 2013, the program had an estimated 50 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment in Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program has identified program-level learning outcomes.
- Evidence of a curriculum map found.
- The program has program-level learning outcomes housed in TracDat.
- Limited evidence of continuous program improvement through use of program-level learning outcomes analysis.

**V. APROC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- The program is nationally accredited.
- The program attracts a diverse student enrollment.

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- The program has achieved relatively high student retention.
- Students have recognized the quality of instruction and feel prepared to enter the workforce.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to fully integrate the establishment and evaluation of program-level student learning outcomes as one path toward continuous program improvement.
- In collaboration with the COB, the program is encouraged to work towards selecting and acquiring the necessary case management software for educational use.
- The program is encouraged to move forward with plans for the development of a new course devoted to legal technologies.
- Working in collaboration with the University, COB administration is encouraged to maintain on-going release time for the program coordinator.

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MEMORANDUM

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations **Music Industry Management**  
CC: Dan Cronk, Lianne Briggs, Dave Nicol, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Music Industry Management (B.S.)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program works in close collaboration with industry representatives at a variety of levels and positions.
- **Program Value:** The program offers an in-demand and unique course of study.
- **Program Enrollment:** In Fall 2013, the program had an estimated 225 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment in Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program has identified student learning outcomes at the program level.
- Evidence of a curriculum map not found.
- Evidence of program-level student learning outcomes housed in TracDat not found.

**V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- The program has grown enrollment considerably since the last APR review.
- The program enjoys a strong relationship with industry representatives in a variety of segments / positions.
- Program faculty is innovative regarding curricular design and implementation.

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- The program offers students an in-depth, hands-on work experience through participation in the program's registered student organization.

**VI. APCR OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The College of Business in collaboration with the College of Arts and Sciences is encouraged to re-examine the roles, responsibilities, and compensation structure and source for the coordinator position for the MIM program.
- The College of Business in collaboration with the coordinator for the MIM program is encouraged to re-examine the roles, responsibilities, and compensation structure and source for the current support position required for effective and efficient operation of the MIM program.
- The College of Business in collaboration with the University and the coordinator of the MIM program is encouraged to examine overall faculty and support position requirements most efficient and effective for continued program excellence.
- The program is encouraged to formalize its advisory panel relationship, form, and composition.
- The program is encouraged to fully integrate the establishment and evaluation of program-level student learning outcomes as one path toward continuous program improvement.
- The program is encouraged to develop a short and long-term strategic plan for efficient and effective program operation and growth.

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Criminal Justice**  
CC: Kristin Walters, Steve Reifert, Michelle Johnston, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Criminal Justice Administration (M.S.)**  
**Criminal Justice (B.S.)**  
**Pre Criminal Justice (A.A.)**  
**Criminal Justice (Minor)**  
**Forensic Science (Minor)**  
**Homeland Security (Minor)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program with Enhancement:** The program's status with respect to the categories in Section 5 of the report merits continuation. The program's status with regard to several of the categories is significantly high; however, its less satisfactory status with regard to the other categories could be significantly improved by the allocation of additional resources.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program is well-known throughout the criminal justice community throughout the United States. The program enjoys a close relationship with diverse members of its advisory panel.
- **Program Value:** The program is the largest FSU program, with greater than two thirds of students enrolled off the main FSU campus.
- **Program Enrollment:** In Fall 2013, the program had an estimated 1,500 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment in Michigan, throughout the United States and internationally.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high-quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program has identified program-level learning outcomes.
- Evidence of a curriculum map not found.

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- The program has program-level learning outcomes housed in TracDat.
- Limited evidence of continuous program improvement through use of program-level learning outcomes analysis.

**V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- The program is the largest FSU program.
- The program enjoys a national reputation for quality.
- The program is unique in offering the option for police academy training as part of the curriculum.
- Program faculty and administration are innovative in the development of program offerings that meet industry demand.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- As the largest FSU program, the program is encouraged to take a leadership role in the full integration and evaluation of program-level learning outcomes as one path toward continuous program improvement.
- With a full two-thirds of program enrollment off the main FSU campus, the program is encouraged to increase oversight for faculty and administration roles and responsibilities at off-site locations.
- With an increased demand for graduates from the B.S. program (especially as it relates to an improving Michigan economy), the program is encouraged to explore marketing and promotion designed to increase enrollment in the M.S. program.
- The program is encouraged to fully integrate the establishment and evaluation of program-level learning outcomes as one path toward continuous program improvement.

**VII. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM ENHANCEMENT:**

- The program enjoys a national reputation, enrolls the largest number of students for any single program at FSU, is innovative in the development of program offerings, and enjoys a large off-campus presence. The APR believes that the program has an ability to grow in terms of student enrollment, quality of program offerings, and reputation. We recommend that the program receive additional support in the form of full-time tenure-line faculty. University administration, College of Education and Human Services administration, and Criminal Justice administration are encouraged to collaborate to determine the number of tenure-line faculty necessary to achieve program growth and development.
- Working in collaboration with the program and college, the University is encouraged to explore financial and other support in the development of an integrated training academy cityscape.

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Military Science**  
CC: Captain Carey Jackson, Major Chuck Bron, Michelle Johnston, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Military Science (Minor/ROTC)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program works in direct collaboration with the U.S. Army and provides scholarship and career advancement opportunities.
- **Program Value:** The program operates at relatively little additional cost to the university. The program provides a baseline of leadership skills applicable in multiple fields.
- **Program Enrollment:** In Fall 2013, the program had an estimated 77 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment in Michigan, throughout the United States and internationally.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program engages in evaluation of student progress at many points throughout program completion.
- Evidence of formal student learning outcomes at the program-level not found.
- Evidence of a curriculum map not found.
- Evidence of program-level student learning outcomes housed in TracDat not found.

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**V. APCR NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- Program curriculum is of high quality and is standardized across all ROTC programs in the country.
- Program has a gender diverse enrollment.
- Program enjoys extensive support from Central Command of the U.S. Army.
- The program is operated at relatively little cost to the University.

**VI. APCR OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to fully integrate the establishment and evaluation of program-level student learning outcomes as one path toward continuous program improvement.
- The program is encouraged to work in collaboration with COEHS and the University to improve the visibility of the program to prospective students.
- The program is encouraged to work with the COEHS and the University to address insufficient storage space.

**Academic Program Review Council  
Report to the Senate 2013**

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MEMORANDUM

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Automotive Management**  
CC: Mark De Koster, Dan Wanink, Larry Schult, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Automotive Management (B.S.)**  
**Automotive Management (Minor)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program is attractive for transfer students as a variety of two year courses of study can easily integrate into the program.
- **Program Value:** Program graduates are in high demand.
- **Program Enrollment:** In Fall 2013, the program had an estimated 60 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment in Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instructional approaches are evolving.
- **Composition and Quality of Faculty:** The faculty, who teach in the program, are well-qualified.

**IV. ASSESSMENT:**

- Evidence of formal learning outcomes at the program-level not found.
- Limited evidence of a curriculum map found.
- Evidence of program-level learning outcomes housed in TracDat not found.

**V. APCR NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- Program graduates are in high demand.
- The program is only one of four currently offered in the United States.
- Program enrollment has seen an increase since the last APR review.

**Academic Program Review Council  
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**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to collaborate with administration to explore the apparent lack of administrative oversight and focus from within the College of Engineering Technology.
- The program is encouraged to explore the limited faculty numbers dedicated to the program by re-assigning Mark DeKoster full-time into the program. In addition, the roles and responsibilities of the newly-hired adjunct must be clearly-defined.
- The program is encouraged to explore a complete curricular review including the stated focus of a fully online program, establishment and implementation of clearly-defined program-level learning outcomes, the development of a strategic plan for program success, and the development of processes and procedures for continuous program improvement. The College of Engineering Technology is encouraged to provide adequate support during the redevelopment process.
- The program is encouraged to fully integrate the establishment and evaluation of program-level learning outcomes as one path toward continuous program improvement.

**Academic Program Review Council  
Report to the Senate 2013**

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MEMORANDUM

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Product Design Engineering Technology**  
CC: Bill Koepf, Rich Goosen, Larry Schult, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Product Design Engineering Technology (B.S.)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program works in close collaboration with other programs within the College of Engineering Technology.
- **Program Value:** The program operates efficiently with emphasis on reducing total student cost to graduation as well as overall program expenditure.
- **Program Enrollment:** In Fall 2013, the program had an estimated 60 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment in Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program has identified student-learning outcomes at the program-level.
- The program has a curriculum map.
- The program has program-level student-learning outcomes housed in TracDat.
- Evidence of continuous program improvement through use of program-level learning outcome analysis.

**V. APROC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- Program graduates earn relatively high starting salaries.

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- Program graduates are in high demand.
- The program collaborates with other CET programs.
- The program makes efficient use of relatively limited resources.
- The program enjoys a close working relationship with its advisory panel.
- The program offers a unique product that fills an industry niche between programs with a pure engineering focus and programs with a pure design focus.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to develop a strategic plan for program quality improvement and growth.
- The program is encouraged to formalize the internship with an emphasis on faculty oversight and curriculum improvements designed to address identified student learning outcomes.
- The CET administration is encouraged to develop a closer working relationship with the program to ensure program quality and growth.

**Academic Program Review Council  
Report to the Senate 2013**

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MEMORANDUM

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **CAD Drafting and Tool Design**  
CC: Dan Wanink, Larry Schult, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**CAD Drafting and Tool Design (A.A.S)**

**II. THE PROGRAM WAS REVIEWED DURING THE 2009/2010 CYCLE AND WAS ASKED TO SUBMIT A REPORT TO APRC, DUE 1 OCTOBER 2013, FOCUSING ON THE FOLLOWING ISSUES:**

- The program faculty and administration should investigate the development of a plan to re-direct the program so that it becomes the first two years of a four year degree program with options corresponding to the Ferris degree programs its graduates now enroll in.

**III. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

- APRC thanks the CAD Drafting and Tool Design faculty and CET administration for the update, which details the response to the above issues:
  - “The CAD Drafting and Tool Design program has made several changes within the program to address the concerns of the APRC. The CDTD program is really a true 2+2 program that provides our students with a variety of options to enter the field where they find their niche. CDTD is perfectly aligned with Plastics Engineering Technology, Manufacturing Engineering Technology, Product Design Engineering Technology, Mechanical Engineering Technology, and Career and Technical Education.”

**Academic Program Review Council  
Report to the Senate 2013**

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MEMORANDUM

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Dental Hygiene**  
CC: Theresa Raglin, Matthew Adeyanju, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Dental Hygiene A.A.S. to B.S. Completion Program (B.S.)  
Dental Hygiene (A.A.S.)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program is nationally accredited and program graduates pass state and national certification exams above the national norm.
- **Program Value:** The program is in great demand, typically operating with a waitlist for enrollment.
- **Program Enrollment:** In Fall 2013, the program had an estimated 45 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment in Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program has identified student learning outcomes at the program-level.
- The program has a curriculum map.
- The program has program-level learning outcomes housed in TracDat.
- Evidence of continuous program improvement through use of program-level learning outcome analysis.

**V. APROC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- Program graduates earn a strong starting salary.

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- The program serves students and the community through service learning opportunities and an on-campus training and instructional clinic.
- Program graduates pass state and national exams at or above national norms.
- The program is in great demand, typically operating each year with a waitlist for enrollment.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- Working in collaboration with CHP administration, the program is encouraged to explore the potential for a CHP-specific expert in data management and technical support.
- Working in collaboration with CHP administration and the program, the University is encouraged to explore upgrades to the wireless network in order to accommodate successful implementation of electronic charting.
- The program is encouraged to continue the pilot testing of tracking alumni in-house.
- Working in collaboration with CHP administration and the program, the University is encouraged to explore ways to increase marketing and promotion of the AAS to BS Completion Program.

**Academic Program Review Council  
Report to the Senate 2013**

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MEMORANDUM

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Healthcare Systems Administration**  
CC: Greg Zimmerman, Matthew Adeyanju, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Healthcare Systems Administration (B.S.)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for graduates.
- **Program Visibility and Distinctiveness:** Program graduates are eligible to sit for the Nursing Home Administrators (NHA) licensure examination.
- **Program Value:** The program is innovative in its curricular approach. Program graduates are in great demand which is projected to continue over the next twenty years.
- **Program Enrollment:** In Fall 2013, the program had an estimated 350 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment in Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program has identified student-learning outcomes at the program-level.
- The program has a curriculum map.
- The program has program-level student-learning outcomes housed in TracDat.
- Evidence of continuous program improvement through use of program-level learning outcome analysis.

**V. APROC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- Program graduates earn a strong starting salary.

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- The program offers students opportunities for experiential learning through completion of two internships.
- The program is unique in the State of Michigan with its emphasis on long-term care and the requirement of two internship experiences.
- The program serves as a retention vehicle for other CHP programs.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to explore a relationship with the AAS in Dietary Management within the Hospitality program.
- The program is encouraged to work in collaboration with CHP in continued pursuit of accreditation through the National Association of Long Term Care Administrator Boards (NAB).
- The program is encouraged to work in collaboration with CHP and the Bachelors of Allied Health Sciences program in order to provide clarity to potential students regarding the fundamental differences between the two programs, including career path, opportunities for acquiring a job, and salary potential.
- Working in collaboration with the HIT/HIM program the program is encouraged to explore potential use of the CERNER hospital information system.
- Working in collaboration with the University, CHP is encouraged to update the secondary computer lab space including purchase of a document camera.

**Academic Program Review Council  
Report to the Senate 2013**

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MEMORANDUM

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Nuclear Medicine Technology**  
CC: Theresa Raglin, Matthew Adeyanju, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Nuclear Medicine Technology (B.S.)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program is unique in the State of Michigan.
- **Program Value:** The program offers a four year degree on a three year schedule reducing time to graduation and overall student cost.
- **Program Enrollment:** In Fall 2013, the program had an estimated 123 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment in Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program has identified student learning outcomes at the program level.
- The program has a curriculum map.
- The program has program-level student learning outcomes housed in TracDat.
- Evidence of continuous program improvement through use of program-level student learning outcome analysis.

**V. APROC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- The program is unique in the State of Michigan by offering a bachelor's degree through extensive use of an on-site learning and simulation lab.
- The program responds quickly and efficiently to industry demand for graduates.

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- The program enjoys an effective relationship with its advisory panel.
- The program has earned outside accreditation and is engaged in continuous quality improvement.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to continue reported exploration into the development of CT and MRI imaging certificates.
- The CHP, in collaboration with the program coordinator and the University, is encouraged to re-examine the role, responsibilities, title, and compensation structure for the program's coordinator.
- The CHP, in collaboration with the program coordinator and the University, is encouraged to examine the feasibility for increased marketing and promotion for the online bachelor's degree completion program.
- The CHP is encouraged to update the program's lab space.
- The program is encouraged to include equipment replacement information (current equipment status, recommended maintenance, expected equipment life and replacement costs, etc.) as part of its strategic plan.

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MEMORANDUM

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **Nursing**  
CC: Julie Coon, Matthew Adeyajnu, Khagendra Thapa Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**Nursing (B.S.)**  
**Nursing RN to BSN Completion Program (B.S.)**  
**Nursing (M.S.N.)**  
**Nursing RN to MSN Accelerated Track (M.S.N.)**  
**Nursing Education (Certificate)**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The online MSN program was recognized in 2012 by *US News & World Report* as the number one online nursing program in the country.
- **Program Value:** The program serves a large enrollment and operates under continuous program improvement methods and procedures.
- **Program Enrollment:** In Fall 2013, the program had an estimated 500 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program find employment or continue graduate study in Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are of high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

**IV. ASSESSMENT:**

- The program has identified student learning outcomes at the program level.
- The program has a curriculum map.
- The program has program-level student learning outcomes housed in TracDat.
- Evidence of continuous program improvement through use of program-level student learning outcome analysis.

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**V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- The program is nationally accredited and works to make continuous quality improvements.
- The program enjoys a strong working relationship with its advisory panel.
- Program faculty and administration implement innovative teaching and retention strategies.
- The program was identified in 2012 as having the number one online MSN nursing program as ranked by *US News & World Report*. As a result of the national ranking, applications for admission and inquiries by potential instructors have increased.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to develop a formal training and development program for adjunct instructors teaching in the online environment.
- The program is encouraged to address the few concerns outlined by its accrediting body during its last review.
- The CHP is encouraged to work with program faculty and administration within each area (BSN, MSN, RN to BSN) to ensure the current School of Nursing administrative structure is the most efficient and effective for continued program quality.
- The CHP is encouraged to work with the University to ensure that faculty and support staffing is adequate for continued program quality.

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MEMORANDUM

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DATE: 19 November 2013  
TO: Academic Senate  
FROM: Academic Program Review Council  
SUBJECT: Recommendations for **FSUS**  
CC: Shelly VandePanne, Bill Potter, Khagendra Thapa, Roberta Teahen, Fritz Erickson

**I. IDENTITY OF PROGRAM:**

**FSUS**

**II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:**

**Continue the Program:** The program's status with respect to the categories in Section 5 of the report merits continuation. Minor modifications may be needed.

**III. RATING BASED ON CRITERIA:**

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing practical information and experiences to help promote student success.
- **Program Visibility and Distinctiveness:** The program works in close collaboration with various programs across campus.
- **Program Value:** The program's mission is to assist freshmen students in successful completion of their first-year of studies at FSU.
- **Program Enrollment:** In Fall 2013, the program had an estimated 2,000 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students participating in FSUS are better equipped for successful first year completion of their studies at FSU.
- **Quality of Curriculum and Instruction:** Curriculum is of high quality.
- **Composition and Quality of Faculty:** The faculty are qualified.

**IV. ASSESSMENT:**

- The program has identified student-learning outcomes at the program level.
- The program has program-level learning outcomes housed in TracDat.
- Evidence of continuous program improvement through use of program-level learning outcome analysis.

**V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:**

- The program provides colleges and the University an opportunity to reach the majority of freshmen with common messages.

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- The program provides students the introductory knowledge and skills to aid in the successful completion of their first year of studies at FSU.
- The program effectively utilizes established student-learning outcomes as one dimension for program improvement.

**VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:**

- The program is encouraged to explore an online option for non-traditional and/or transfer students.
- Working in collaboration with colleges and the University, the program is encouraged to explore the opportunity for all students, upon successful completion of FSUS, to have the credit count toward graduation.
- The program is encouraged to collaborate with the Faculty Center for Teaching and Learning to explore standardized, on-going training and support for instructors within the program.