

Academic Program Review Council - Report to the Senate 2016/2017 Cycle

Date: 28 November 2016
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* and *Academic Program Review: A Guide for Accredited Programs*, the Academic Program Review Council (APRC) presents these recommendations for Senate consideration. The recommendations are in three categories—general, program-specific, and process-related.

Academic program review began at Ferris in 1988, and has continued uninterrupted since 1995. This cycle we present the twenty-first 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.

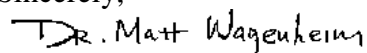
These recommendations are the product of work done over the course of a year by more than one hundred faculty members, administrators, and loyal friends of degree programs. Twenty-three programs produced self-study reports, six programs submitted accreditation summaries, and nine programs produced updates which were submitted to APRC in August. Beginning in early September, the APRC has met for three hours on Tuesday and Thursday evenings for ten weeks meeting with program representatives and formulating recommendations—with additional hours reading and analyzing program review reports. It is our belief that these steps make academic program review valuable for the entire University community.

All faculty members bear a responsibility not just for their own courses and programs, but also for preserving the integrity and value of the University's entire curriculum. By our participation in this process, we affirm the importance of the role faculty play in decision-making about academic programs. I would like to publically thank the members of the 2016/2017 Academic Program Review Council. Program review is a time-consuming and challenging endeavor which council members took on with hard work and dedication. Additional thanks to Paula Hadley-Kennedy and Robbie Teahen.

2016/2017 APR Council Members

Beth Zimmer – Arts and Sciences
David Marion - Business
Hikaru Murata, Education and Human Services
Ann Breitenwischer, FLITE Librarian
Cindy Seel, Health Professions

Sincerely,



Matt Wagenheim, Education and Human Services
Chair

Academic Program Review Council
Report to the Senate 2016/2017 Cycle

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 APCR for many years.

1. No process improvement recommendations this cycle.

28 November 2016

Academic Program Review Council
Report to the Senate 2016/2017 Cycle

General Recommendations

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

1. No general recommendations this cycle.

28 November 2016

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Art History**
CC: Rachel Foulk, Trinidy Williams, Kristi Haik, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Art History (Minor)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a quality educational experience and opportunities for lifelong learning.
- **Program Visibility and Distinctiveness:** The program is one of the few fine arts programs at FSU.
- **Program Value:** The program offers students an opportunity for a broader skillset when entering a competitive job market.
- **Program Enrollment:** In Fall 2016, the program had approximately 24 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program enjoy enhanced employment opportunities 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 student-learning outcomes at the program-level.
- No evidence that the program houses program outcome results in TracDat.
- The program uses learning outcome results to make quality improvement decisions.
- The program has clearly defined goals.
- There is limited evidence that the program utilizes a strategic plan for continued program improvement.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program has dedicated faculty.
- The program monitors quality through use of program-level student learning outcomes.

- The program is offered at relatively low cost to the University.

VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- The program is encouraged to continue to strive toward quality improvement through enhanced monitoring and analysis of program graduates.
- The program is encouraged to implement a formalized benchmarking process for quality program improvement.
- The program is encouraged to implement a strategic plan for enrollment growth and quality improvement.
- The program is encouraged to document assessment efforts through population of the process and results into TracDat.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Biotechnology**
CC: Brad Isler, Joe Lipar, Kristi Haik, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Biotechnology (BS)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a quality hands-on educational experience and opportunities for lifelong learning.
- **Program Visibility and Distinctiveness:** The program serves an in-demand field as well as providing a pathway to graduate school.
- **Program Value:** The program serves majors and General Education students.
- **Program Enrollment:** In Fall 2016, the program had approximately 44 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program enjoy employment opportunities 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 student-learning outcomes at the program-level.
- The program houses program outcome results in TracDat.
- The program uses learning outcome results to make quality improvement decisions.
- The program has a clearly defined strategic plan and goals for continued program improvement.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program has dedicated faculty who engage frequently in research.
- The program monitors quality through use of a strategic plan and program-level student learning outcomes.
- The program serves majors and General Education students.
- The program was the first Bachelor of Science in Biotechnology offered in the State of Michigan and only one of two currently.

VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- The program is encouraged to continue to strive toward quality improvement through enhanced monitoring and analysis of program graduates.
- The program is encouraged to implement a formalized benchmarking process for quality program improvement.
- The program is encouraged to continue to market and promote its unique program.
- The program is encouraged to develop a formalized equipment donation program.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Film Studies**
CC: Susan Morris, Trinidy Williams, Kristi Haik, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Film Studies (Minor)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by offering an enhanced career education.
- **Program Visibility and Distinctiveness:** The program serves FSU students through General Education course offerings.
- **Program Value:** The program is offered at relatively little cost to the University.
- **Program Enrollment:** In Fall 2016, the program had approximately 8 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students enjoy enhanced employment opportunities.
- **Quality of Curriculum and Instruction:** Curriculum and program oversight requires review to ensure high quality.
- **Composition and Quality of Faculty:** The faculty are qualified.

IV. APRC RECOMMENDS DISCONTINUING THE PROGRAM BASED ON THE FOLLOWING:

The Film Studies program underwent program review with the 2010/2011 cycle. At that time, the council recommended the following suggestions for improvement:

- The Film Studies minor should develop a more substantial assessment plan and begin to collect data for more useful program evaluation.

- The Film Studies minor should develop a formal program of promotion.
- The Film Studies minor should work toward increasing collaboration across departments.
- The Film Studies minor should develop a way to formally track participants and graduates.

The current review of the Film Studies program showed that the program has not addressed any of the quality improvement recommendations previously made. The program lacks in oversight, evaluation, and analysis necessary for quality program improvement.

V. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- The administrative structure providing program oversight and program quality improvement.
- Clearly defined student-learning outcomes at the program-level, the measures used to define success, and the processes and procedures designed to use analysis results in decision-making.
- A curriculum map.
- Evidence of program-level learning outcomes housed in TracDat.
- Short and long-term strategic plan for enrollment growth and quality program improvements.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **International Studies**
CC: Mike Berghoef, Meral Topcu, Kristi Haik, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

International Studies (Minor)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by offering an enhanced career education.
- **Program Visibility and Distinctiveness:** Program faculty engage in study abroad opportunities for students.
- **Program Value:** The program is offered at relatively little cost to the University.
- **Program Enrollment:** In Fall 2016, the program had approximately 5 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students enjoy enhanced employment opportunities.
- **Quality of Curriculum and Instruction:** Curriculum and program oversight requires review to ensure high quality.
- **Composition and Quality of Faculty:** The faculty are qualified.

IV. APRC RECOMMENDS DISCONTINUING THE PROGRAM BASED ON THE FOLLOWING:

The International Studies program underwent program review with the 2015/2016 cycle. An extension was granted to the program for final report submission with this cycle with the assurance that program oversight and processes and procedures for quality program improvement would be developed.

The current review of the International Studies program showed that the program has not sufficiently addressed many of the quality improvement recommendations proposed. The program lacks in oversight, evaluation, and analysis necessary for quality program improvement.

V. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- The administrative structure providing program oversight and program quality improvement.
- Clearly defined student-learning outcomes at the program-level, the measures used to define success, and the processes and procedures designed to use analysis results in decision-making.
- A curriculum map.
- Evidence of program-level learning outcomes housed in TracDat.
- Short and long-term strategic plans for enrollment growth and quality program improvements.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Journalism and Technical Communication**
CC: Sandy Balkema, Debbie Courtright-Nash, Kristi Haik, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Journalism and Technical Communication (BS)
Technical and Professional Communication (BS)
Multi Media Journalism (Minor)
Technical Writing (Certificate)
Journalism (Certificate)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by offering a hands-on career education.
- **Program Visibility and Distinctiveness:** Students in the program participate in sought after internship opportunities.
- **Program Value:** Program graduates hold a wide variety of professional positions.
- **Program Enrollment:** In Fall 2016, the program had approximately 20 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students enjoy enhanced employment opportunities in the State of Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum requires formal review to ensure high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

IV. ASSESSMENT:

- The program has student-learning outcomes at the program-level.
- The program has a curriculum map.

- The program has program-level learning outcomes housed in TracDat.
- Limited evidence of effective continuous program improvement through use of program-level learning outcome analysis.
- Limited evidence of the use of a strategic plan for continued program quality improvement.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program's mission is aligned with the missions of the College of Arts and Sciences and the University.
- The program offers graduates an opportunity to work in wide-ranging industries.
- The program has dedicated and qualified faculty.
- Program faculty serve majors and other FSU students through General Education offerings.

VI. APRC RECOMMENDS AN UPDATED REPORT REGARDING PROGRAM STATUS BASED ON THE FOLLOWING:

- The Journalism and Technical Communication and Technical and Professional Communication programs operate under the same program-level student learning outcomes.
- The program does not appear to have formalized a long-term strategic plan with measurable plans of action for improved program quality specific to individual programs.

VII. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results for each of the following programs:
 - **Journalism and Technical Communication (BS)**
 - **Technical and Professional Communication (BS)**
 - **Multi Media Journalism (Minor)**
- Short and long term strategic plan for increased enrollment and program direction and quality including measurable program goals specific to each of the following programs:
 - **Journalism and Technical Communication (BS)**
 - **Technical and Professional Communication (BS)**

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Mathematics**
CC: Kent Sun, Kirk Weller, Kristi Haik, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Applied Mathematics (BS)
Actuarial Science (BS)
Applied Mathematics / Computer Sciences Concentration (BS)
Pre-Engineering (AS)
Computer Science (Minor)
Computer Science (Certificate)
Mathematics (Minor)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by offering a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program serves all FSU students through General Education course offerings.
- **Program Value:** The program offers a myriad of options for students pursuing a degree in mathematics.
- **Program Enrollment:** In Fall 2016, the program had approximately 81 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students enjoy employment opportunities in the State of Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

IV. ASSESSMENT:

- Limited evidence of student-learning outcomes at the program-level.
- No evidence that the program has a curriculum map.

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

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program serves majors as well as all FSU students through General Education course offerings.
- The program has experienced and dedicated faculty.
- The program's missions aligns with the mission of the College of Arts and Sciences and the University.
- The program offers mathematics students a wide variety of degree options.

VI. APRC RECOMMENDS AN UPDATED REPORT REGARDING PROGRAM STATUS BASED ON THE FOLLOWING:

- There is limited evidence that program improvement decisions are made based on formal processes and procedures or the analysis of collected data.
- The administrative structure providing program oversight appears to have limited program quality improvement.

VII. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results for the following programs:
 - **Applied Mathematics / Computer Sciences Concentration (BS)**
 - **Pre-Engineering (AS)**
 - **Computer Science (Minor)**
 - **Computer Science (Certificate)**
 - **Mathematics (Minor)**
- Update on the effectiveness of the administrative structure providing program oversight.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Philosophy**
CC: John Gray, Trinidy Williams, Kristi Haik, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Philosophy (Minor)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by offering an enhancement to a career education.
- **Program Visibility and Distinctiveness:** The program is offered by faculty with a diverse philosophical perspective.
- **Program Value:** The program supplements all other FSU programs and offers students an opportunity to enhance employment opportunities.
- **Program Enrollment:** In Fall 2016, the program had approximately 15 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students enjoy enhanced employment opportunities in the State of Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum requires formal review to ensure high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

IV. ASSESSMENT:

- The program has student-learning outcomes at the program-level.
- No evidence that the program has a curriculum map.
- No evidence of program-level learning outcomes housed in TracDat.

- Limited evidence of continuous program improvement through use of program-level learning outcome analysis.
- Limited evidence of the use of a strategic plan for continued program quality improvement.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program's mission is aligned with the missions of the College of Arts and Sciences and the University.
- The program offers study-away opportunities for students.
- The program is offered at relatively little cost to the University.

VI. APRC RECOMMENDS AN UPDATED REPORT REGARDING PROGRAM STATUS BASED ON THE FOLLOWING:

- The Philosophy program does not appear to make program improvement decisions based on formal processes and procedures or the analysis of collected data.
- The Philosophy program does not appear to have formalized a long-term strategic plan with measurable plans of action for improved program quality.

VII. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
- Short and long term strategic plan for increased enrollment and program direction and quality including measurable program goals.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Accountancy**
CC: Larry Bajor, Dave Nicol, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Accountancy (BS, AAS, and Minor)
Accountancy / 5yr MBA (CPA – MBA)
Accountancy / CIS (BS)
Accountancy / 5yr CPA (MS – ISI)
Accountancy / Finance (BS)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by offering a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program is unique with an opportunity to sit for the CPA examination upon graduation.
- **Program Value:** The program serves other College of Business programs through course offerings in the business core.
- **Program Enrollment:** In Fall 2016, the program had approximately 169 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students enjoy employment opportunities in the State of Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

IV. ASSESSMENT:

- Student-learning outcomes at the program-level.
- No evidence that the program has a curriculum map.
- Program-level learning outcomes housed in TracDat.

- Limited 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 the unique opportunity of a dual degree with Finance.
- The program serves majors and students throughout the College of Business.
- The program has experienced and dedicated faculty.
- The program's missions aligns with the mission of the College of Business and the University.

VI. APRC RECOMMENDS AN UPDATED REPORT REGARDING PROGRAM STATUS BASED ON THE FOLLOWING:

- Limited evidence that the Accountancy program makes program improvement decisions based on formal processes and procedures or the analysis of collected data.
- The Accountancy program does not appear to benchmark competitive programs for program quality improvement.

VII. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results for the following programs:
 - Accountancy (BS, AAS, and Minor)
 - Accountancy / 5yr MBA (CPA – MBA)
 - Accountancy / CIS (BS)
 - Accountancy / 5yr CPA (MS – ISI)
 - Accountancy / Finance (BS)

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Business Administration**
CC: Alex Manga, Gayle Lopez, Dave Nicol, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Business Administration (MBA)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by offering a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program has undergone a major curricular revision to better serve students and to meet market demands.
- **Program Value:** The program serves students throughout the world with the program available fully online.
- **Program Enrollment:** In Fall 2016, the program had approximately 66 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students enjoy employment opportunities in the State of Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction are high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

IV. ASSESSMENT:

- Limited evidence of student-learning outcomes at the program-level.
- No evidence that the program has a curriculum map.
- No evidence of program-level learning outcomes housed in TracDat.
- Limited evidence of continuous program improvement through use of program-level learning outcome analysis.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program is offered fully online.
- The program has undergone a full curricular renovation to better serve students and to meet market demand.
- The program has dedicated faculty.
- The program's missions aligns with the mission of the College of Business and the University.

VI. APRC RECOMMENDS AN UPDATED REPORT REGARDING PROGRAM STATUS BASED ON THE FOLLOWING:

- The MBA program does not appear to make program improvement decisions based on formal processes and procedures or the analysis of collected data.

VII. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Finance**
CC: Vivian Nazar, Larry Bajor, Dave Nicol, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Finance (BS)
Finance (Minor)
Advanced Studies in Investment (Certificate)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a quality educational experience and opportunities for lifelong learning.
- **Program Visibility and Distinctiveness:** The program serves an in-demand field as well as providing support to core College of Business programs.
- **Program Value:** The program offers the only dual degree program with accounting in the State of Michigan.
- **Program Enrollment:** In Fall 2016, the program had approximately 124 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program enjoy employment opportunities 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 student-learning outcomes at the program-level.
- The program houses program outcome results in TracDat.
- The program uses learning outcome results to make quality improvement decisions.
- The program has a clearly defined strategic plan and goals for continued program improvement.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program has dedicated faculty.

- The program monitors quality through use of a strategic plan and program-level student learning outcomes.
- Program graduates excel at an industry-normed proficiency exam.
- The program offers a unique opportunity for dual enrollment with Accounting, allowing them to sit for the Certified Public Accountant (CPA) exam directly upon graduation.

VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- The program is encouraged to continue to strive toward quality improvement through enhanced monitoring and analysis of program graduates.
- The program is encouraged to implement a formalized benchmarking process for quality program improvement.
- The program is encouraged to continue to market and promote the unique dual major.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Graphic Design**
CC: Mike Hu, Jeff Ek, Dave Nicol, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Graphic Design (BS)
Graphic Design (AAS)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a quality hands-on educational experience and opportunities for lifelong learning.
- **Program Visibility and Distinctiveness:** The program serves an in-demand field with a unique business focus.
- **Program Value:** The program operates the Design Project Center.
- **Program Enrollment:** In Fall 2016, the program had approximately 116 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program enjoy employment opportunities 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 student-learning outcomes at the program-level.
- The program houses program outcome results in TracDat.
- The program uses learning outcome results to make quality improvement decisions.
- The program has a clearly defined strategic plan and goals for continued program improvement.

V. APCR NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program has dedicated faculty.
- The program monitors quality through use of a strategic plan and program-level student learning outcomes.
- Program graduates enter the job market with a unique combination of business and fine art experience.

- The program serves the College of Business through website development and service course offerings.

VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- The program is encouraged to continue monitoring faculty experience and credentials as it continues to shift from a fine arts focus to a business focus.
- Program faculty are encouraged to increase their engagement in University service.
- The program is encouraged to continue to evaluate its mission, monitor program-level student learning outcomes, and seek input from stakeholders to ensure graduates are acquiring the knowledge, skills, and abilities demanded of graduates of a graphics design program.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Curriculum and Instruction**
CC: Amy Kavanaugh, Usman Adamu, Arrick Jackson, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Curriculum and Instruction (M.Ed)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by offering a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program is a Michigan Department of Education approved program.
- **Program Value:** Program graduates enjoy success on the Michigan Test for Teacher Certification licensure examination.
- **Program Enrollment:** In Fall 2016, the program had approximately 28 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students enjoy employment opportunities in the State of Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction require review to ensure high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

IV. ASSESSMENT:

- Limited evidence of student-learning outcomes at the program-level.
- No evidence that the program has a curriculum map.
- No evidence of program-level learning outcomes housed in TracDat.

- No evidence of continuous program improvement through use of program-level learning outcome analysis.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program is approved by the Michigan Department of Education.
- Graduates of the program are successful on the licensure examination.
- The program provides students numerous options for their capstone experience.
- The program's missions aligns with the mission of the College of Education and the University.

VI. APRC RECOMMENDS AN UPDATED REPORT REGARDING PROGRAM STATUS BASED ON THE FOLLOWING:

- The Curriculum and Instruction program does not appear to make program improvement decisions based on formal processes and procedures or the analysis of collected data.
- Program enrollment (on campus and off) has shown steady decline over the last five years.

VII. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
- Progress report for implemented efforts to increase enrollment.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Educational Leadership**
CC: Ginny Hines, Usman Adamu, Arrick Jackson, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Educational Leadership (MS)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by offering a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program is a Michigan Department of Education approved program.
- **Program Value:** The program has a long-term goal of program-specific accreditation through the Council for the Accreditation of Educator Preparation.
- **Program Enrollment:** In Fall 2016, the program had approximately 15 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students enjoy employment opportunities in the State of Michigan and throughout the United States.
- **Quality of Curriculum and Instruction:** Curriculum and instruction require review to ensure high quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

IV. ASSESSMENT:

- Limited evidence of student-learning outcomes at the program-level.
- No evidence that the program has a curriculum map.
- No evidence of program-level learning outcomes housed in TracDat.

- No evidence of continuous program improvement through use of program-level learning outcome analysis.
- Limited evidence of the use of a strategic plan for continued program quality improvement.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program is approved by the Michigan Department of Education.
- The program plans to seek accreditation.
- The program provides students numerous options for their capstone experience.
- The program's missions aligns with the mission of the College of Education and the University.

VI. APRC RECOMMENDS AN UPDATED REPORT REGARDING PROGRAM STATUS BASED ON THE FOLLOWING:

- The Educational Leadership program appears to suffer from limited program oversight.
- The Educational Leadership program does not appear to make program improvement decisions based on formal processes and procedures or the analysis of collected data.
- The Educational Leadership program does not appear to have formalized a long-term strategic plan with measurable plans of action for improved program quality.

VII. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
- Short and long term strategic plan for increased enrollment and program direction and quality including measurable program goals.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Television and Digital Media Production**
CC: Glen Okonoski, Arrick Jackson, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Television and Digital Media Production (BS)
Pre Digital Media (AS)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Enhancement: The program merits continuation. The program's status with regard to several of the categories is significantly high, and its less satisfactory status with regard to the other categories could be significantly improved by resource allocation decisions or other enhancements. Program enhancement may involve additional faculty/staff, equipment, other resources, expansion in enrollment, and/or curricular transformation(s).

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a hands-on educational experience and opportunities for lifelong learning.
- **Program Visibility and Distinctiveness:** The program serves an in-demand field as well as providing support to core university functions.
- **Program Value:** Beyond student achievement and growth, the program saves the University approximately \$300,000 yearly in digital content production services.
- **Program Enrollment:** In Fall 2016, the program had approximately 136 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program enjoy employment opportunities 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 student-learning outcomes at the program-level.
- The program has program-level learning outcome results housed in TracDat.
- The program uses learning outcome results to make quality improvement decisions.
- The program has a clearly defined strategic plan and goals for continued program improvement.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program has dedicated faculty.
- The program monitors quality through use of a strategic plan and program-level student learning outcomes.
- The program serves the University through production of a wide variety of digital content.
- The program has implemented a strong student advising component.

VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- The program is encouraged to continue to strive toward quality improvement through enhanced monitoring and analysis of program graduates.
- The program is encouraged to implement a formalized benchmarking process for quality program improvement.
- The program is encouraged to continue to monitor the quality and visibility of the pre-digital media program.

VII. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM ENHANCEMENT:

- The APRC recognizes the overall quality of the Television and Digital Media program both to program students and the University. The program provides students education for an in-demand career while serving the University in the production of a wide variety of digital content. The APRC has recognized one limitation to program quality improvement and growth to be the overall quality and reliability of program equipment both for quality of instruction, as marketing tools for prospective students and their parents, and for the development of digital content for the University. The University is encouraged to work with college administration and program personnel in the regular maintenance and acquisition of program equipment. The APRC recommends a yearly fund dedicated to program equipment acquisition and maintenance (above and beyond the standard program supply and expense budget) equal to ten percent of the savings generated for the University through digital content production services.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Industrial Technology and Management**
CC: Ken Clark, Larry Schult, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Industrial Technology and Management (BAS)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by offering a career education and opportunities for lifelong learning for FSU students.
- **Program Visibility and Distinctiveness:** The program offers an interdisciplinary program for non-traditional students.
- **Program Value:** The program is designed for professionals for completion while working fulltime.
- **Program Enrollment:** In Fall 2016, the program had approximately 100 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students enjoy enhanced employment opportunities.
- **Quality of Curriculum and Instruction:** Quality curriculum and instruction.
- **Composition and Quality of Faculty:** The faculty are qualified.

IV. ASSESSMENT:

- Limited evidence of student-learning outcomes at the program-level.
- No evidence that the program has a curriculum map.
- No evidence of program-level learning outcomes housed in TracDat.
- No evidence of continuous program improvement through use of program-level learning outcome analysis.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program enjoys a highly involved advisory board.
- The program offers an opportunity for advancement for non-traditional students.
- The program has a dedicated coordinator.
- Program administration rate the program good quality.

VI. APRC RECOMMENDS AN UPDATED REPORT REGARDING PROGRAM STATUS BASED ON THE FOLLOWING:

- The Industrial Technology and Management program does not appear to make program improvement decisions based on formal processes and procedures or the analysis of collected data.
- The Industrial Technology and Management program does not appear to follow a strategic plan for enrollment growth and quality program improvements.
- The Industrial Technology and Management program does not have any fulltime faculty within the program and utilizes a fulltime temporary position for direct program coordination.

VII. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
- A strategic plan for increasing enrollment and improving program quality.
- A faculty and administrative plan that ensures long-term quality improvement and program oversight.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Manufacturing Engineering Technology**
CC: Mark Rusco, Joe Wist, Dean Krager, Rich Goosen, Larry Schult, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Manufacturing Engineering Technology (BS)
Quality Technology (Certificate)
Industrial Practices (Certificate)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a hands-on educational experience and opportunities for lifelong learning.
- **Program Visibility and Distinctiveness:** The program serves an in-demand field as well as providing support to many Registered Student Organizations (RSOs).
- **Program Value:** The program's history dates to the early 1970s, produces graduates in high demand for well-paying jobs, and serves both traditional and non-traditional students.
- **Program Enrollment:** In Fall 2016, the program had approximately 123 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program enjoy employment opportunities 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 student-learning outcomes at the program-level.
- The program has program-level learning outcome results housed in TracDat.
- The program uses learning outcome results to make quality improvement decisions.
- The program has goals for continued program improvement.
- Limited evidence that the program has a clearly defined strategic plan for continued quality improvement and growth.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program has dedicated faculty.
- The program monitors quality through use of program-level student learning outcomes.
- Program graduates are in high demand for well-paying jobs.
- The program is well established, well regarded, and serves students on both the Big Rapids campus and for non-traditional students in Grand Rapids.

VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- The program is encouraged to continue to strive toward quality improvement through enhanced monitoring and analysis of program graduates.
- The program is encouraged to implement a formalized benchmarking process for quality program improvement.
- The program is encouraged to develop and implement a clearly defined strategic plan for program quality and growth.
- The program is encouraged to evaluate current student learning outcome measures for improved results to aid in decision making.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Manufacturing Technology**
CC: Dean Krager, Rich Goosen, Larry Schult, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Manufacturing Technology (AAS)
Basic CNC Programming and Machine Operations (Certificate)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a hands-on educational experience and opportunities for lifelong learning.
- **Program Visibility and Distinctiveness:** The program serves an in-demand field and provides a valuable hands-on learning experience.
- **Program Value:** The program's history dates to the early 1950s and produces graduates in high demand.
- **Program Enrollment:** In Fall 2016, the program was at capacity with 60 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program enjoy employment opportunities 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 student-learning outcomes at the program-level.
- The program uses learning outcome results to make quality improvement decisions.
- No evidence that the program has program-level learning outcome results housed in TracDat.
- The program has goals for continued program improvement.
- Limited evidence that the program has a clearly defined strategic plan for continued quality improvement and growth.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program has dedicated faculty.
- The program is enrolled at current capacity.
- Program graduates are in high demand for well-paying jobs.
- The program is well established and serves students with a hands-on learning knowledge and skills that are in high demand.

VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- The program is encouraged to continue to strive toward quality improvement through enhanced monitoring and analysis of program graduates.
- The program is encouraged to implement a formalized benchmarking process for quality program improvement.
- The program is encouraged to develop and implement a clearly defined strategic plan for program quality and growth.
- The program is encouraged to evaluate current student learning outcome measures and processes for improved results to aid in decision making.
- The program is encouraged to document its assessment process through the use of TracDat.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Molecular Diagnostics**
CC: Jackie Peacock, Greg Zimmerman, Matthew Adeyanju, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Molecular Diagnostics (BS)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by providing a quality educational experience and opportunities for lifelong learning.
- **Program Visibility and Distinctiveness:** The program serves an in-demand field and is one of a select few molecular diagnostics programs seeking accreditation.
- **Program Value:** The program has a highly qualified and progressive program director.
- **Program Enrollment:** In Fall 2016, the program had approximately 18 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Graduates of the program enjoy employment opportunities 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 student-learning outcomes at the program-level.
- The program houses program outcome results in TracDat.
- The program uses learning outcome results to make quality improvement decisions.
- The program has a clearly defined strategic plan and goals for continued program improvement.

V. APCR NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program has dedicated faculty and program director.
- The program monitors quality through use of a strategic plan and program-level student learning outcomes.
- The program is one of a select few in the field to seek accreditation.
- The program enjoys high quality teaching and lab space in Grand Rapids.

VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- The program is encouraged to work in consultation with CHP administration to effectively market and promote the program for enrollment growth.
- The program is encouraged to identify ways to share the lab and teaching space in Grand Rapids with other FSU programs.
- The program is encouraged to continue investigation of a more efficient curricular design.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **General Studies**
CC: Christine Conley-Sowels, Bill Potter, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

General Studies (AA)
Career Exploration (AA)
Directed Studies (AA)

II. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

III. RATING BASED ON CRITERIA:

- **Relationship to FSU Mission:** The program aligns to the FSU mission by offering an enhanced career education.
- **Program Visibility and Distinctiveness:** The program serves a vital student retention function.
- **Program Value:** The program offers at-risk and undecided students an opportunity for exploration and growth.
- **Program Enrollment:** In Fall 2016, the program had approximately 600 students enrolled.
- **Characteristics, Quality, and Employability of Students:** Students have an opportunity to improve their academic skills for enhanced opportunity for retention and graduation.
- **Quality of Curriculum and Instruction:** Administrative oversight review is required to ensure program quality.
- **Composition and Quality of Faculty:** The faculty are well-qualified.

IV. ASSESSMENT:

- The program has 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.
- Program has a strategic plan for enrollment growth or quality program improvements.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- Program serves the University as a retention vehicle.
- The program has experienced faculty.
- The program offers students an enhanced opportunity for college readiness and an enhancement for their opportunity for success at FSU.

VI. APRC RECOMMENDS AN UPDATED REPORT REGARDING PROGRAM STATUS BASED ON THE FOLLOWING:

- There is no evidence of the program's plan for effective administrative oversight when the program coordinator (Christine Conley-Sowels) retires by the end of the 2016/2017 school year.

VII. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Update on administrative structure providing program oversight and analysis as to its effectiveness to improve program quality.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Social Work**
CC: Wendy Samuels, Kristi Haik, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Social Work (BSW)

II. ACCREDITATION IN GOOD STANDING:

The program above has submitted a summary of their accreditation status in good standing as outlined in *Academic Program Review: A Guide for Accredited Programs*.

III. RATING BASED ON CRITERIA:

- **Accrediting Organization:** Council on Social Work Education
- **Enrollment:** In Fall 2016, the program had approximately 196 students enrolled.
- **Strategic Plan:** The program follows an outlined strategic plan for quality program improvement.
- **Program-Level Student Learning Outcomes:** The program uses program-level student learning outcomes as part of their overall program quality improvement plan.
- **Perceptions of Overall Program Quality:** The faculty teaching courses within the program rated the program high quality.

IV. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Graphic Media Management**
CC: Pat Klarecki, Jeff Ek, Dave Nicol, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Graphic Media Management (BS)
Graphic Communications (AAS)

II. ACCREDITATION IN GOOD STANDING:

The program above has submitted a summary of their accreditation status in good standing as outlined in *Academic Program Review: A Guide for Accredited Programs*.

III. RATING BASED ON CRITERIA:

- **Accrediting Organization:** The Accrediting Council for Collegiate Graphic Communications (ACCGC)
- **Enrollment:** In Fall 2016, the program had approximately 50 students enrolled.
- **Strategic Plan:** The program follows an outlined strategic plan for quality program improvement.
- **Program-Level Student Learning Outcomes:** The program uses program-level student learning outcomes as part of their overall program quality improvement plan.
- **Perceptions of Overall Program Quality:** The Department Chair rated the program high quality.

I. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Information Security and Intelligence**
CC: Greg Gogolin, Larry Bajor, Dave Nicol, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Information Security and Intelligence (MS)
Information Security and Intelligence (BS)
Information Security and Intelligence (Minor)

II. ACCREDITATION IN GOOD STANDING:

The program above has submitted a summary of their accreditation status in good standing as outlined in *Academic Program Review: A Guide for Accredited Programs*.

III. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: The program merits continuation. However, documented problem areas exist, and the faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes

IV. RATING BASED ON CRITERIA:

- **Accrediting Organization:** National Security Agency
- **Enrollment:** In Fall 2016, the program had approximately 290 students enrolled.
- **Strategic Plan:** The program follows an outlined strategic plan for quality program improvement.
- **Program-Level Student Learning Outcomes:** Some evidence that the program uses program-level student learning outcomes as part of their overall program quality improvement plan.
- **Perceptions of Overall Program Quality:** The Dean rated the program high quality.

V. APRC RECOMMENDS REPORTING BASED ON THE FOLLOWING:

- There is limited evidence of clearly defined program-level student learning outcomes and their use for quality improvement decisions for either the MS or BS programs or the minor.

VI. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Program-level student learning outcomes for both the MS and BS programs and the minor, and the process for program improvement based on assessment analysis results.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Professional Tennis Management**
CC: Derek Ameal, Dave Nicol, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Professional Tennis Management (BS)
Pre-Professional Tennis Management (AAS)

II. ACCREDITATION IN GOOD STANDING:

The program above has submitted a summary of their accreditation status in good standing as outlined in *Academic Program Review: A Guide for Accredited Programs*.

III. RATING BASED ON CRITERIA:

- **Accrediting Organization:** United States Professional Tennis Association (USPTA)
- **Enrollment:** In Fall 2016, the program had approximately 39 students enrolled.
- **Strategic Plan:** The program follows an outlined strategic plan for quality program improvement.
- **Program-Level Student Learning Outcomes:** The program uses program-level student learning outcomes as part of their overall program quality improvement plan.
- **Perceptions of Overall Program Quality:** The Department Chair rated the program high quality.

I. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Public Relations**
CC: Patrick Bishop, Dave Nicol, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Public Relations (BS)
Public Relations (Minor)
Public Relations (Certificate)

II. ACCREDITATION IN GOOD STANDING:

The program above has submitted a summary of their accreditation status in good standing as outlined in *Academic Program Review: A Guide for Accredited Programs*.

III. RATING BASED ON CRITERIA:

- **Accrediting Organization:** Public Relations Society of America (PRSA)
- **Enrollment:** In Fall 2016, the program had approximately 42 students enrolled.
- **Strategic Plan:** Some evidence that the program follows an outlined strategic plan for quality program improvement.
- **Program-Level Student Learning Outcomes:** The program uses program-level student learning outcomes as part of their overall program quality improvement plan.
- **Perceptions of Overall Program Quality:** The Dean rated the program high quality.

IV. APRC RECOMMENDS THE FOLLOWING:

- The APRC recommends that the Public Relations program review its short and long-term strategic plans in order to clarify program goals, timelines for completion, and metrics used to define success.
- The APRC recommends that the Public Relations program review its program-level student learning outcome assessment process to include multiple measures of student accomplishment.

I. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Diagnostic Medical Sonography**
CC: Michelle Weemaes, Matthew Adeyanju, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Diagnostic Medical Sonography (AAS)

II. ACCREDITATION IN GOOD STANDING:

The program above has submitted a summary of their accreditation status in good standing as outlined in *Academic Program Review: A Guide for Accredited Programs*.

III. RATING BASED ON CRITERIA:

- **Accrediting Organization:** Commission on Accreditation of Allied Health Education Programs (CAAHEP)
- **Enrollment:** In Fall 2016, the program operated at full capacity with 24 students enrolled.
- **Strategic Plan:** Some evidence that the program follows an outlined strategic plan for quality program improvement.
- **Program-Level Student Learning Outcomes:** The program uses program-level student learning outcomes as part of their overall program quality improvement plan.
- **Perceptions of Overall Program Quality:** The Dean rated the program high quality.

IV. APRC RECOMMENDS THE FOLLOWING:

- The APRC recommends that the Diagnostic Medical Sonography program review its program-level student learning outcomes for clarity of intent and which artifacts are used to measure student achievement.
- The APRC recommends that the Diagnostic Medical Sonography program review its short and long-term strategic plans in order to clarify program goals, timelines for completion, and metrics used to define success.

V. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Medical Laboratory Science**
CC: Dan de Regnier, Matthew Adeyanju, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Medical Laboratory Science (BS)
Medical Laboratory Technology (AAS)

II. ACCREDITATION IN GOOD STANDING:

The program above has submitted a summary of their accreditation status in good standing as outlined in *Academic Program Review: A Guide for Accredited Programs*.

III. RATING BASED ON CRITERIA:

- **Accrediting Organization:** National Accrediting Agency for Clinical Laboratory Sciences.
- **Enrollment:** In Fall 2016, the program had approximately 58 students enrolled.
- **Strategic Plan:** The program follows an outlined strategic plan for quality program improvement.
- **Program-Level Student Learning Outcomes:** The program uses program-level student learning outcomes as part of their overall program quality improvement plan.
- **Perceptions of Overall Program Quality:** The Dean rated the program high quality.

IV. APRC RECOMMENDS THE FOLLOWING:

- The APRC recommends that Medical Laboratory Science program continue their work addressing the areas for improvement identified by administration and faculty within the program.
- The APRC recommends that the program work in collaboration with CHP administration on a clear compensation and load policy for the position of Internship Coordinator.

I. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **French**
CC: Dan Noren, Debbie Courtright-Nash, Kristi Haik, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

French (Minor)

II. THE PROGRAM WAS REVIEWED DURING THE 2014/2015 CYCLE AND WAS ASKED TO SUBMIT A REPORT TO APRC, DUE 15 SEPTEMBER 2016, INCLUDING THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
- Short and long term strategic plan for program direction and quality including measurable program goals.
- A formalized proficiency assessment procedure.
- An update on the processes related to the sufficiency, quality, and student utilization of resources available through FLITE.

III. UPDATE:

- APRC thanks the French faculty and AS administration for the update, which details the response to the above issues:
- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
 - The program provided an update.
 - The APRC thanks the program for the update.
- Short and long term strategic plan for program direction and quality including measurable program goals.
 - The program provided an update.
 - The APRC thanks the program for the update.

- A formalized proficiency assessment procedure.
 - The program provided an update.
 - The APRC thanks the program for the update.
- An update on the processes related to the sufficiency, quality, and student utilization of resources available through FLITE.
 - The program provided an update.
 - The APRC thanks the program for the update.

IV. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Business Data Analytics**
CC: Elies Kouider, Jeff Ek, Dave Nicol, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Business Data Analytics (BS)
Research Methods and Applications (Minor)
Data Mining (Certificate)

II. THE PROGRAM WAS REVIEWED DURING THE 2015/2016 CYCLE AND WAS ASKED TO SUBMIT A REPORT TO APRC, DUE 15 SEPTEMBER 2016, INCLUDING THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
- Short and long term strategic plan for program direction and quality including measurable program goals.
- A marketing and promotion plan for increased program enrollment.

III. UPDATE:

- APRC thanks the Business Data Analytics faculty and COB administration for the update, which details the response to the above issues:
- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
 - The program provided an update.
 - The APRC thanks the program for the update.
- Short and long term strategic plan for program direction and quality including measurable program goals.
 - The program provided an update.
 - The APRC thanks the program for the update.

- A marketing and promotion plan for increased program enrollment.
 - The program provided an update.
 - The APRC thanks the program for the update.

IV. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Computer Information Technology**
CC: Clyde Hardman, Jim Woolen, Dave Nicol, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Computer Information Technology (BS)
Computer Information Technology (Minor)

II. THE PROGRAM WAS REVIEWED DURING THE 2015/2016 CYCLE AND IT WAS RECOMMENDED THAT THE PROGRAM BE RE-DIRECTED. A REPORT TO APRC, DUE 15 SEPTEMBER 2016, ASKED THE PROGRAM AND COLLEGE OF ENGINEERING TECHNOLOGY TO ADDRESS THE FOLLOWING:

- COB administration is encouraged to work with program representatives to determine the appropriate role the program's curriculum should fill within the college.

III. UPDATE:

- APRC thanks the Computer Information Technology faculty and COB administration for the update, which details the response to the above issues:
- COB administration is encouraged to work with program representatives to determine the appropriate role the program's curriculum should fill within the college.
 - The program provided an update.
 - The APRC thanks the program for the update.

IV. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: Documented problem areas exist within the program. Faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of

clearly defined or consistently implemented measures of program-level student learning outcomes.

V. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
- Update on faculty dedicated to the program.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Fleet Management**
CC: Spence Tower, Dave Nicol, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Fleet Management (Minor)
Fleet Management (Certificate)

II. THE PROGRAM WAS REVIEWED DURING THE 2015/2016 CYCLE AND WAS ASKED TO SUBMIT A REPORT TO APRC, DUE 15 SEPTEMBER 2016, INCLUDING THE FOLLOWING:

- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
- Short and long term strategic plan for program direction and quality including measurable program goals.
- A marketing and promotion plan for increased program enrollment.
- Identification of a program champion and plans to provide collaborative program oversight.

III. UPDATE:

- APRC thanks the Fleet Management faculty and COB administration for the update, which details the response to the above issues:
- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
 - The program provided an update.
 - The APRC thanks the program for the update.
- Short and long term strategic plan for program direction and quality including measurable program goals.
 - The program provided an update.
 - The APRC thanks the program for the update.

- A marketing and promotion plan for increased program enrollment.
 - The program provided an update.
 - The APRC thanks the program for the update.
- Identification of a program champion and plans to provide collaborative program oversight.
 - The program provided an update.
 - The APRC thanks the program for the update.

IV. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program: The program merits continuation.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Career and Technical Education**
CC: Liza Ing, Leonard Johnson, Usman Adamu, Arrick Jackson, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Career and Technical Education (MS)

II. THE PROGRAM WAS REVIEWED DURING THE 2014/2015 CYCLE AND WAS ASKED TO SUBMIT A REPORT TO APRC, DUE 15 SEPTEMBER 2016, INCLUDING THE FOLLOWING:

- A strategic plan outlining short and long-term program plans for increasing enrollment.
- Identification of a program champion.

III. UPDATE:

- APRC thanks the Career and Technical Education faculty and COEHS administration for the update, which details the response to the above issues:
- A strategic plan outlining short and long-term program plans for increasing enrollment.
 - The program provided an update.
 - APRC Response: A strategic plan is, “being developed” but has not yet been formalized.
- Identification of a program champion.
 - The program provided an update.
 - The APRC thanks the program for the update.

IV. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: Documented problem areas exist within the program. Faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of

clearly defined or consistently implemented measures of program-level student learning outcomes.

V. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- A strategic plan outlining short and long-term program plans for program quality improvement and increasing enrollment.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Secondary Education**
CC: Liza Ing, Leonard Johnson, Usman Adamu, Arrick Jackson, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Secondary Education (BS)

II. THE PROGRAM WAS REVIEWED DURING THE 2014/2015 CYCLE AND WAS ASKED TO SUBMIT A REPORT TO APRC, DUE 15 SEPTEMBER 2016, INCLUDING THE FOLLOWING:

- A strategic plan outlining short and long-term program plans for increasing enrollment.
- Identification of a program champion.
- A process to ensure a consistent and standard working relationship with content experts from the College of Arts and Sciences and elsewhere.

III. UPDATE:

- APRC thanks the Secondary Education faculty and COEHS administration for the update, which details the response to the above issues:
- A strategic plan outlining short and long-term program plans for increasing enrollment.
 - The program provided an update.
 - APRC Response: The program states that a plan is “being developed” but there is no evidence that a strategic plan has been developed or implemented.
- Identification of a program champion.
 - The program provided an update.
 - The APRC thanks the program for the update.
- A process to ensure a consistent and standard working relationship with content experts from the College of Arts and Sciences and elsewhere.
 - The program provided an update.
 - The APRC thanks the program for the update.

IV. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: Documented problem areas exist within the program. Faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

V. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- A strategic plan outlining short and long-term program plans for program quality improvement and increasing enrollment.
- Policy and procedures designed to ensure consistent and specific program oversight.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Automotive Engineering Technology**
CC: Ben Upham, Larry Schult, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Automotive Engineering Technology (BS)
Automotive Service Technology (AAS)
Performance Motorsports (Certificate)

II. A PROGRAM UPDATE WAS REVIEWED DURING THE 2015/2016 CYCLE AND THE PROGRAM WAS ASKED TO SUBMIT A REPORT TO APRC, DUE 15 SEPTEMBER 2016, INCLUDING THE FOLLOWING:

- The current status regarding the effectiveness of the administrative structure providing direction and oversight.
- Updated program goals and timeline to completion.
- Current student evaluation regarding curriculum effectiveness and relevancy and a plan for addressing the results.
- Current faculty evaluation regarding program operations and quality and a plan for addressing the results.
- Current faculty goals for currency within the field and timeline for completion.

III. UPDATE:

- APRC thanks the Automotive Engineering Technology faculty and CET administration for the update, which details the response to the above issues:
- The current status regarding the effectiveness of the administrative structure providing direction and oversight.
 - The program provided an update which included the following statement, “Under this current structure it is difficult to locate anyone that wants to take the Program Coordinator’s position in its entirety due to the amount of work and the disproportionate release time. This has put additional load on the Director and slowed the progress of the school.”

- APRC Response: It appears that the administrative structure providing program oversight has the potential to negatively impact program quality improvement.
- Updated program goals and timeline to completion.
 - The program provided an update.
 - The APRC thanks the program for the update.
- Current student evaluation regarding curriculum effectiveness and relevancy and a plan for addressing the results.
 - The program provided an update.
 - The APRC thanks the program for the update.
- Current faculty evaluation regarding program operations and quality and a plan for addressing the results.
 - The program provided an update.
 - APRC Response: Two out of four faculty who returned a survey regarding program quality had a negative opinion regarding effectiveness of the current administrative structure.
- Current faculty goals for currency within the field and timeline for completion.
 - The program provided an update.
 - The APRC thanks the program for the update.

IV. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: Documented problem areas exist within the program. Faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

V. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- A formal plan and progress update addressing effective administrative oversight for quality program improvement.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **CAD Drafting and Tool Design Technology**
CC: Dan Wannick, Rich Goosen, Larry Schult, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

CAD Drafting and Tool Design Technology (AAS)

II. THE PROGRAM WAS REVIEWED DURING THE 2015/2016 CYCLE AND IT WAS RECOMMENDED THAT THE PROGRAM BE RE-DIRECTED. A REPORT TO APRC, DUE 15 SEPTEMBER 2016, ASKED THE PROGRAM AND COLLEGE OF ENGINEERING TECHNOLOGY TO ADDRESS THE FOLLOWING:

- CET administration is encouraged to work with program representatives to determine the appropriate role the program's curriculum should fill within the college.

III. UPDATE:

- APRC thanks the CAD Drafting faculty and CET administration for the update, which details the response to the above issues:
- CET administration is encouraged to work with program representatives to determine the appropriate role the program's curriculum should fill within the college.
 - The program provided an update which stated in part, "Several plans have been proposed and we are reviewing them currently to determine what will be the most effective."
 - The APRC thanks the program for the update.

IV. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: Documented problem areas exist within the program. Faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of

clearly defined or consistently implemented measures of program-level student learning outcomes.

V. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Updated program direction within the College of Engineering Technology OR provide the information below:
- Program-level student learning outcomes, assessment methods, and the process for program improvement based on assessment analysis results.
- Short and long term strategic plan for program direction and quality including measurable program goals.
- Marketing and promotion plan to increase enrollment in the program.
- Plans to provide collaborative program oversight.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Recommendations for **Rubber Engineering Technology**
CC: Matt Yang, Bob Speirs, Rich Goosen, Larry Schult, Khagendra Thapa, Roberta Teahen, Paul Blake

I. IDENTITY OF PROGRAM:

Rubber Engineering Technology (BS)

II. THE PROGRAM WAS REVIEWED DURING THE 2014/2015 CYCLE AND WAS ASKED TO SUBMIT A REPORT TO APRC, DUE 15 SEPTEMBER 2016, WHICH ADDRESSES THE FOLLOWING:

- Program representatives are encouraged to redesign the Rubber Engineering Technology program as a concentration of study within the Plastics Engineering Technology program, or similar course of action.
- Alternatively, program representatives are to submit short and long-term strategic plans for addressing the decline in enrollment, information outlining the actions the program has taken in this regard, and results of those actions.

III. UPDATE:

- APRC thanks the Rubber Engineering Technology faculty and CET administration for the update, which details the response to the above issues:
- Program representatives are encouraged to redesign the Rubber Engineering Technology program as a concentration of study within the Plastics Engineering Technology program, or similar course of action.
 - The program provided an update.
 - APRC Response: The program has indicated that it will remain a stand-alone program within the College of Engineering Technology.
- Short and long-term strategic plans for addressing the decline in enrollment, information outlining the actions the program has taken in this regard, and results of those actions.
 - The program provided an update.

- APRC Response: A clearly defined strategic plan for program quality improvement was not provided.

IV. RECOMMENDATION OF ACADEMIC PROGRAM REVIEW COUNCIL:

Continue the Program with Reporting: Documented problem areas exist within the program. Faculty and administration of the program will be asked to report as to program progress in solving these problems. Circumstances that may warrant reporting include (but are not limited to) stagnant enrollment, lack of clearly defined short and long-term strategic plans, and a lack of clearly defined or consistently implemented measures of program-level student learning outcomes.

V. IT IS REQUESTED THAT THE PROGRAM SUBMIT A REPORT TO THE PROGRAM REVIEW COUNCIL NO LATER THAN SEPTEMBER 15, 2017 WHICH IS TO INCLUDE THE FOLLOWING:

- Short and long term strategic plan for program direction and quality improvement including measurable program goals.
- Clearly defined and measurable program-level student learning outcomes and the processes and procedures for their contribution to improved program quality.

MEMORANDUM

DATE: 28 November 2016
TO: Academic Senate
FROM: Academic Program Review Council
SUBJECT: Programs Scheduled for Review in the 2016/2017 Cycle
CC: Khagendra Thapa, Roberta Teahen, Paul Blake

I. THE FOLLOWING PROGRAMS WERE SCHEDULED TO UNDERGO REVIEW WITH THE 2016/2017 CYCLE BUT DID NOT SUBMIT A FINAL REPORT:

- Pre Law (AAS) – College of Arts and Sciences indicated that the program was being closed.
- Pre Pharmacy (AS) – Extension granted by the Senate Executive Committee
- Pre Science (AS) – Extension granted by the Senate Executive Committee
- Religious Studies (Minor) – College of Arts and Sciences indicated that the program was being closed.
- Business Core