

Academic Program Review Council – Report to the Senate Fall 2019

Date: November 5, 2019
To: Academic Senate
From: Academic Program Review Council
Subject: Recommendations to the Academic Senate

In accordance with the revised outline as presented to the Academic Senate Retreat, the Academic Program Review Council (APRC) presents these recommendations for Senate consideration. The recommendations are in three categories – general, process-related, and program-specific.

Academic program review began at Ferris in 1988 and has continued uninterrupted since 1995. This cycle we present the twenty-ninth 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 performed over the course of the last nine months by faculty members, administrators, and friends of degree programs. This academic year, the APRC was tasked with revising the review process to better map to the Higher Learning Commission requirements. Two non-accredited programs and three accredited programs will be reviewed during the academic year. One non-accredited and one accredited program will be reviewed and the APRC report submitted during the Fall semester. One non-accredited and two accredited programs will be reviewed and the APRC report submitted during the Spring semester. Since the second week of September the APRC has met every Thursday for 2 to 3 hours with additional hours reading and evaluating the submitted reports between meetings.

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 participating in this process, we affirm the importance of the role faculty play in decision-making about academic programs. I would like to publicly thank the members of the 2019/2020 Academic Program Review Council. Program review is a time-consuming and challenging endeavor which council members accepted with hard work and dedication.

2019/2020 APRC Members

Alex Cartwright—College of Business
Varun Singireddy—College of Education and Human Services
Ann Breitenwischer—FLITE Librarian
Sue Waters—College of Health Professions
Qian Ding—College of Pharmacy
Stephanie Gustman—At Large

Sincerely,



Jean M. Inabinett, Chair

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General Recommendations

No general recommendation this cycle.

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Suggestions for APR Process Improvements

The following 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 Program Review Panel (PRP) chairs) in addition to serving on the APRC.

1. Recommend eliminating the APR Orientation PowerPoint so reporting programs have only one source for guidelines.
2. Academic Program Review (APR) Process Timeline clarifying the new process.

The Academic Program Review Guide is continuing to be updated and clarified and will be submitted for approval during the Spring semester reporting.

The Academic Program Review Cycle is being updated and will be submitted for approval during the Spring report.

November 5, 2019

MEMORANDUM

TO: ACADEMIC SENATE
FROM: ACADEMIC PROGRAM REVIEW COUNCIL
SUBJECT: RECOMMENDATIONS FOR **RISK MANAGEMENT AND INSURANCE (BS, Minor, and Certificate)**
NOVEMBER 5, 2019
CC: DAVID BROWN, DAVID NICOL, SANDRA ALSPACH, PAUL BLAKE

I. IDENTITY OF PROGRAM:

Risk Management and Insurance

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 aligns to the Higher Learning Commission Requirements:** The program data maps to the HLC program requirements.
- **Program Enrollment:** Program enrollment is steadily increasing with a total of 38 students enrolled in the bachelors, minor, and certificate program.

IV. ASSESSMENT:

- The program has student-learning outcomes at the program-level and for all courses in Improve.
- The program has an active Advisory Board and Subcommittee evaluating the program and courses.
- The program has a clearly defined strategic plan and goals for continuing program and course improvements.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- The program prepares the students for a variety of career opportunities in insurance, auditors, business analyst, etc.
- Only one other college in State of Michigan offers a similar program that is considered to be a competitor.
- While not required prior to 2016 revision, the program has had 75% of students completing internships before graduation.

VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- The program is encouraged to document assessment suggestions from the Subcommittee Advisory Group in Improve for both program and course recommendations.

MEMORANDUM

TO: ACADEMIC SENATE
FROM: ACADEMIC PROGRAM REVIEW COUNCIL
SUBJECT: RECOMMENDATIONS FOR **RESPIRATORY CARE AAS REVIEW REPORT**
DATE: NOVEMBER 5, 2019
CC: SUE WATERS, LINCOLN GIBBS, SANDRA ALSPACH, PAUL BLAKE

I. IDENTITY OF PROGRAM:

Respiratory Care 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 educational experience and opportunities for lifelong learning.
- **Program aligns to the Higher Learning Commission Requirements:** The program data maps to the HLC program requirements.
- **Program Enrollment:** During the review period, AAS cohort fluctuated between 21 and 38 initial enrollees.

IV. ASSESSMENT:

- The program has student-learning outcomes at the program-level and for all courses in Improve.
- The program has an active Advisory Board and Subcommittee evaluating the program and courses.
- The program has a clearly defined strategic plan and goals for continuing program and course improvements.

V. APRC NOTES THE FOLLOWING STRENGTHS OF THE PROGRAM:

- Program and course actions improved to over 90% in credentialing success.
- Faculty show a commitment to continuous improvement working to remedy the concerns of the accrediting body by revising curriculum outcomes.
- Only program in the state that is housed in a four-year university.

VI. APRC OFFERS THE FOLLOWING SUGGESTIONS FOR PROGRAM IMPROVEMENT:

- With the increasingly competitive environment, Ferris State University needs to invest resources in the Respiratory Care AAS such as enhanced marketing and recruitment.

PROCESS TIMELINE AT A GLANCE

One Year Prior to Review

- Programs scheduled for review are contacted by the Academic Program Review Committee (APRC) chair for both the Fall and Spring semesters of the next academic year.

August

- Deadline for final report submission to the APRC chair in electronic Portable Document Format (PDF) is August 30 for Fall Reporting Programs

September / October

- Final reports are distributed by the APRC chair to members of the program review council.
- Reports are reviewed by the APRC and questions are emailed to PRP chairs.
- Program Review Chair (PRC) meets with individual programs to discuss report findings if necessary.
- The APRC arrives at final recommendations for each program under review.
- Program Review Panel (PRP) chairs are notified of final APRC recommendations before they are presented to the Academic Senate
- The APRC requests a meeting with the Senate Executive Committee and the Provost to discuss final recommendations.

November

- Final recommendations are distributed to Senate members and formally presented to the Academic Senate for approval.
- Approved recommendations are forwarded to the Provost, through to the President and Board.
- Actions taken based on APRC recommendations are reported by the Provost to the APRC chair.

January

- Deadline for final report submission to the APRC chair in electronic PDF format is January 30 for Spring Reporting Programs.

February / March

- Final reports are distributed by the APRC chair to members of the program review council.
- Reports are reviewed by the APRC and questions are emailed to PRP chairs.
- PRC meets with individual programs to discuss report findings if necessary.
- The APRC arrives at final recommendations for each program under review.
- PRP chairs are notified of final APRC recommendations before they are presented to the Academic Senate
- The APRC requests a meeting with the Senate Executive Committee and the Provost to discuss final recommendations.

April

- Final recommendations are distributed to Senate members and formally presented to the Academic Senate for approval.
- Approved recommendations are forwarded to the Provost, through to the President and Board.
- Actions taken based on APRC recommendations are reported by the Provost to the APRC chair.