**2015-16 ACADEMIC PROGRAM REVIEW CALENDAR**

1. Based on the Master Calendar developed in collaboration with the deans, the Provost has selected departments and programs to participate in the academic program review process in 2015-2016.

Four academic units will conduct a full academic program review in 2015-2016:

* Department of Entomology and Plant Pathology (College of Agriculture)
* School of Kinesiology[[1]](#footnote-1) (College of Education)
* Department of Foreign Languages and Literatures (College of Liberal Arts)
* Department of Psychology (College of Liberal Arts)

A fifth academic unit will conduct a full academic program review that spans Spring 2016 and Fall 2017:

* Department of Biological Sciences (College of Sciences and Mathematics)

1. By 10/15/15, the Provost’s designee will meet with the chairs/heads and deans of the academic units to initiate detailed plans for the review process. Also by this date the Office of Institutional Research and Assessment will generate and distribute standardized data profiles for each participating academic unit (see Appendix Two).
2. By 11/15/15, the Provost’s Office will recruit a team of peer evaluators for the program reviews. Peer teams will be composed of four members, two of whom will be disciplinary experts who are not affiliated with Auburn University. The remaining team members will be members of the Auburn University faculty from academic units outside the college housing the reviewed program. Before forming these teams, the Provost’s Office will solicit and consider nominations from the academic units being reviewed and from their deans.

External peer reviewers for Academic Program Review will be selected according to the following process:

1. The academic unit will identify potential unbiased reviewers from peer or aspirational peer institutions to the dean of the college;
2. The Dean will review the list and offer any additional recommendations;
3. The Provost’s Office will confirm that no nominated reviewers have a conflict of interest that would make it difficult to provide expert and unbiased perspective (such as through having been co-PIs, co-authors, graduate school colleagues, etc., with a member of the academic unit being reviewed);
4. The Provost’s Office may identify any additional unbiased external reviewers and inform the college;
5. The Provost’s Office will select and recruit the external reviewers from the process in steps 1-4, with a preference for experienced peer reviewers.
6. By 01/15/16, academic units undergoing full reviews will submit self-study reports through their Deans to the Provost’s Office. (See attached template in Appendix Three.) Though variations in process and format are permissible and customary, each self-study report should be the result of open and objective collaboration within the academic unit and should clearly address all of the program review criteria outlined above.
7. By 04/22/16, campus visits by the team of peer evaluators will be completed. At least one month prior to the campus visit, peer evaluators will receive copies of the academic unit’s standardized data, self-study report, and additional information about Auburn University. During the visit, team members will verify and supplement initial impressions based on these documents. Each visit should include interviews with appropriate personnel in the academic unit, college, and university, a tour of facilities, and any other fact-gathering activities judged appropriate by the team and the Provost. A sample itinerary for the campus visit is attached as Appendix Four.
8. Within one month of the campus visit, the peer evaluation team will submit its final report to the Provost, with copies to the academic unit and Dean. To the extent possible, the external review should address all of the program review criteria. It should recommend ways in which the academic unit’s programs of instruction, research, and public service can be improved. It may also include summative recommendations about one or more particular programs of the academic unit. A template for the team report is attached as Appendix Five.
9. After consulting with the reviewed academic unit and studying all program review documents, including the external team’s report, the Dean will prepare an action plan for consideration by the Provost. Since the program review process normally focuses on program improvement, it is appropriate that the Dean’s action plan outline specific strategies, action items, assignments of responsibility, and timetables for making recommended enhancements. If those strategies will require additional physical, human, or financial resources, the Dean’s report should also include a resource reallocation or development plan. A template for the Dean’s plan is found in Appendix Six. The Dean’s plan is due within one month of receipt of the peer team’s report.
10. The Provost will review the Dean’s action plan, approving or amending it at the Provost’s discretion, and will communicate decisions to the Dean within one month of receipt of the Dean’s plan. Normally, implementation, monitoring and follow-up reporting for the action plan will first be discussed in a meeting among the Provost, Dean and unit chair/head. With respect to actions to improve existing programs, the Provost’s decision is final. If evidence from the program review leads the Provost to conclude that a degree program or department may need to be merged or eliminated, the Provost will first request a formal recommendation from the Academic Program Review Committee of the University Senate before making a final recommendation to the President.

1. The academic program review for the School of Kinesiology will concentrate on those programs that were not included in the college-wide accreditation review by the National Council for the Accreditation of Teacher Education, which is occurred in 2014-15. [↑](#footnote-ref-1)