

**ACADEMIC PROGRAM REVIEW BOARD  
ANNUAL REPORT  
2017-18**

**To the Irvine Divisional Senate Assembly:**

The Academic Program Review Board (APRB) respectfully submits its report of activities for the 2017-18 academic year.

**I. Committee Operations**

Jutta Heckhausen, Professor of Psychological Sciences in the School of Social Ecology, chaired the Academic Program Review Board (APRB) during the 2017-18 academic year. SCIE is a joint subcommittee of the Council on Educational Policy (CEP) and the Graduate Council (GC). As a board, it met twice during the academic year to discuss and plan for the 2018 Academic Program Review of the School of Biological Sciences. In addition, the Chair of the APRB met with the leadership of the School of Biological Sciences in anticipation of their site review, and had initial meetings with the leadership of the School of Education and the Program in Public Health in preparation for their academic program review site visits scheduled to take place during the 2018-19 academic year.

**II. Academic Program Reviews**

**A. School of Biological Sciences**

The School of Biological Sciences underwent academic program review during the 2017-18 academic year. The APRB recruited 11 faculty members from UCs and other prestigious campuses to serve as the external review team for the School of Biological Sciences. The charge for the on-site review, based on the self-study materials, faculty and student survey results, and institutional data generated by the school and the Office of Institutional Research, was developed by the APRB members in consultation with CEP, Graduate Council, the Dean of Undergraduate Education, and the Dean of the Graduate Division. The on-site review took place April 9-11, 2018. One reviewer was unable for health reasons to attend the on-site review; they however helped to generate the report based on their review of the self-study materials. The external review team submitted their report to the Academic Senate in May 2018. The School of Biological Sciences is currently reviewing that report and is expected to submit their responses to the report in Fall 2018, at which time the Council on Educational Policy and Graduate Council will review both the external review committee report as well as the school's response to the report.

**B. School of Physical Sciences**

The School of Physical Sciences underwent academic program review during the 2016-17 academic year. In Fall 2017, the Senate forwarded to the Provost the external review committee report, the School of Physical Sciences and its departments'

response, and the evaluations from both the Council on Educational Policy and the Graduate Council. In Spring 2018, the APRB asked the School of Physical Sciences to submit its Year 1 report, which details the school's assessment of the recommendations made by the external reviewers and the steps the school plans to take to improve on weaknesses and/or enhance strengths. In its communication to the school, the APRB offered to coordinate a meeting between the school, the administration, and the Senate to discuss those recommendations of the report which would benefit from senate and/or campus administrative support.

#### **C. Claire Trevor School of the Arts**

In Winter 2018, the School of the Arts was asked to submit a brief follow-up report to its 2013-14 Academic Program Review. The APRB asked that the School describe the actions taken by the school to address the issues raised in their review. In Spring 2018, the Claire Trevor School of the Arts submitted their 4-year follow up report. The Council on Educational Policy and the Graduate Council will review that report and submit comments to the APRB in Fall 2018.

#### **D. School of Social Ecology**

In Winter 2018, the School of Social Ecology was asked to submit a brief follow-up report to its 2010-11 Academic Program Review. The APRB asked that the School evaluate the effectiveness of their efforts to address the issues raised in their review and begin to consider its priorities in anticipation of its next academic program review. In Spring 2018, the School of Social Ecology submitted their 7-year follow up report. The Council on Educational Policy and the Graduate Council will review that report and submit comments to the APRB in Fall 2018.

#### **E. 2018-19 Academic Program Reviews**

In Spring 2018, the APRB chair met with the School of Education and the Program in Public Health to discuss the academic program review process. The APRB will begin planning for their on-site visits and recruiting faculty to serve on the external review teams in Fall 2018.

### **III. Other**

#### **A. Process Improvements**

During the 2017-18 academic year, the APRB made a number of improvements to its documentation and communication with schools and reviewers. The APRB updated the materials we distribute to the Schools detailing the academic program review process in response to feedback. We simplified and clarified the self-study guidelines, updated the timeline for academic program review, and simplified the data tables we require from the schools/programs in preparation for academic program review on-site visits. The APRB generated and updated the external review committee charge documents and created an external review report template for external review committee members to clarify our expectations for the general content (e.g., topics covered, level of detail) and format of their report. With respect to our communications with the schools, the APRB included a summary of the recommendations generated by the external reviews in support of our request for year 4 and year 7 follow-up reports. All process improvements initiated by the

APRB were implemented with the intent of reducing the stress our colleagues in the schools experience with respect to program review and to emphasize the value of the APRB process to optimize academic schools and their offerings.

**B. APRB Calendar**

In Winter 2018, the APRB updated the review calendar to include the School of Nursing, Program in Public Health, and Program in Pharmaceutical Sciences. The APRB has communicated with these schools and programs about the program review dates and has posted the calendar on the APRB website.

**C. External Review Committee Member Honoraria**

The Senate and Academic Program Review Board successfully secured additional funds to be provided to review committee members traveling to our campus from the East Coast in recognition of the additional travel day their participation would require.

**IV. Carry-Forward Items**

The APRB will review the format of the orientation and exit meetings to ensure that they effectively communicate the purpose of academic program review and the roles and expectations of the Senate.

**2017-18 Academic Program Review Board Members**

Jutta Heckhausen, Social Ecology, APRB Chair

Stephen Mang, Physical Sciences, CEP Representative

Daniel Mumm, Engineering, CEP Representative

Francois Primeau, Physical Sciences Graduate Council Representative

Priya Ranjan, Social Sciences, Graduate Council Representative

**Senate Analyst:**

Natalie Schonfeld, Academic Senate

Rachel Mangold, Academic Senate