University of Louisville
Academic Program Review

5th Year Progress Report Instructions

U of L's academic program review process examines the goals, structure, performance, and needs of the academic programs offered by the university. The university is accredited by the Southern Association of Colleges and Schools (SACS). SACS views the program review process as one measure of institutional effectiveness. Nationally, the accreditation process is undergoing significant change in response to concerns expressed by the federal government and increasing calls for accountability. Additionally the CPE has made changes to their process that will require more frequent reviews.

As a result of these external expectations, the university program review cycle, which has ranged from 7 to 10 years, must be adjusted to include a 5 year progress report. A full academic program review will still take place every 10 years.

The 5th year process is an opportunity to assess the progress of the program overall and specifically the plan for improvement. The primary focus will be the Plan for Improvement approved in the last full 10 year review and progress on achieving the stated goals and objectives. The progress report narrative should be **5-10 pages, not including appendices.**

The Academic Program Review Template for the progress report outlines the information that should be addressed in the program narrative. The Program Review Progress Report is **due on December 15.** It should be accompanied by a letter from the unit dean indicating review and approval of the report and any other observations/comments. An electronic version of the complete report is preferred.

The electronic report should be forwarded to:
Connie Shumake, Assistant University Provost
Office of Academic Planning and Accountability
ccshum01@louisville.edu

If necessary, any print information can be forwarded to the:
Office of Academic Planning and Accountability
MITC #338
Attention: Connie Shumake, Assistant University Provost

Five-Year Progress Report
• Program Overview – Using the Statistical Overview Data posted to SharePoint, briefly discuss the current trends for the program based on the data provided: enrollment, faculty size, degree production, credit hour production and time to degree.
• List primary program goals outlined in the previously reviewed Plan for Improvement
• Describe strategies implemented to achieve goals and measurable outcomes
• Describe any changes to the program's plan for improvement
• Describe any efforts to expand grant or research efforts associated with the program
• Discuss the impact of Ideas to Action, the Signature Partnership or Sustainability efforts on current & future program plans. Discuss the 21st Century Initiative if applicable.
• How does the program collect data on job placement, as well as employer, graduating student, and alumni satisfaction? Describe process.
• Other – provide other information of note about the program or describe any new goals or activities planned by the program before the next ten-year review.

The program review progress report should be **5-10 pages, not including appendices.**

The program review progress report is **due on December 15.**

SharePoint site with statistical overview data (Authorized Users Only) **https://sharepointsecure.louisville.edu/sites/OAPA/accred/Program%20Review/Forms/AllItems.aspx** *Select the 2014-15 folder, then select your college/school, and select the appropriate program folder.*