This year was a very busy one for the Academic Program Review Committee (APRC). The committee reviewed most of the graduate programs in the College of Behavioral and Social Sciences and College of Business, in addition to completing one review carried over from the previous year.

**Constitution of the APRC**

This year was the second year of the 6th Cycle of Program Review, and the 2nd year of the new free-standing form of the APRC. At the end of 2007-2008, the committee decided to stagger the elections of members in three phases, to avoid the possibility of complete committee turnover in an election year. Therefore, in Spring 2008 elections for College representatives to the APRC were held in BSS, Business, and Creative Arts. Incumbents were re-elected in each college. The beginning membership for 2008-2009 was:

2. College of Business Representative—Gerardo (“Buddy”) Ungson, Department of International Business (2008-2011)
7. College of Humanities Representative—Gust Yep, Department of Communications Studies (on sabbatical leave) (2007-2010)
8. College of Science and Engineering Representative—Robert Patterson, Biology Department (2007-2010)

These College members were joined by other members designed by their positions as part of the APRC:
9. Associate Vice President of Academic Planning and Educational Effectiveness—Linda Buckley
10. Dean of Graduate Studies—Ann Hallum
11. Program Review Coordinator—Oswaldo Garcia (non-voting)

Changes in membership over the year began in September with Saul Stiers (Department of Humanities) being named to replace Gust Yep as the College of Humanities representative. In December, Stephen Wallace (Department of Kinesiology) was named as the College of HHS representative to replace Susan Song. In January, Genie Stowers began a one-semester sabbatical, and Nancy Wilkinson (Department of Geography and Human Environmental Studies) was named by the College of BSS to represent the College during the Spring 2009 semester.

In 2007-2008, the Committee experimented with a new report structure and approach to assigning faculty as report writers. This approach divided each report into eight sections and
assigned one elected faculty member the responsibility of drafting one section for each report. As
the committee reflected on this approach in early Fall 2008, we realized this approach introduced
significant delays into the report generation process in 2007-2008 as various faculty were absent
(dealing with illness, family issues, etc.) or otherwise occupied with travel, scholarship, or other
assigned duties. As a result, the committee voted to return to assigning two faculty members with
the primary duty of drafting each report – with reports being evenly divided among faculty during
the academic review year. In general, this approach has been successful this year.

Program Review Activities in 2008-2009

For each department or program reviewed, the APRC reviews the Self-Study, the report of
the External Reviewers and the Department Response to the External Reviewers. The Committee
then develops questions for department and college representatives and sends them to the
department. These questions are then discussed at an interview between APRC and department /
college representatives. All of these documents are the basis for the report of the APRC. Under the
6th Cycle guidelines, the Report is also the basis for the Concluding Action Memorandum, which is
written by APRC.

The 6th Cycle of Program Review continued with reviews in the College of Behavioral and
Social Sciences. Our first task was to complete the final report and CAM for the Department of
Public Administration. This task was completed in Fall 2008.

In preparation for an accreditation visit by AACSB, the College of Business requested an
early review by APRC. The committee reviewed the Self-Study and External Reviewer’s report for
the COB and conducted the program review interview in October 2008. The COB report and CAM
were completed and signed in Spring 2009.

The committee reviewed the Self-Study and External Reviewer’s report for the Department
of Economics and conducted the program review interview in November 2008. The committee
report was completed in May 2009 and the CAM is currently in draft form.

The committee reviewed the Self-Study and External Reviewer’s report for the Department
of Psychology and conducted the program review interview in December 2008. The committee
report was completed in May 2009 and the CAM is currently in draft form.

The committee reviewed the Self-Study and External Reviewer’s report for the Department
of History and conducted the program review interview in February 2009. The committee report is
currently in draft form.

The committee reviewed the Self-Study and External Reviewer’s report for the Department
of International Relations and conducted the program review interview in April 2009. The
committee report is currently in draft form.

This year the APRC finalized one report, completed three others entirely, and is drafting
three other reports and CAMs. Upon final review by APRC, they will be submitted to AVP
Buckley. AVP Buckley will send them to the departments and the Concluding Action Memoranda
will be signed by the Provost and Department. It is possible that one or more of the reports in draft
stage will remain so until APRC resumes in Fall 2009.

In addition to this program review activities, one other College of Behavioral and Social
Sciences department, the Department of Geography, submitted its self-study and had its external
reviewer visit. The APRC Chair participated in this external reviewer visits, as well. This program
will have its APRC interview in early Fall 2009.
Final Organizing Issues (Revisited)

In 2007, as part of instituting its new review process, APRC established staggered terms of its members (to avoid the possibility of complete turnover in an election year). This year, the intended process was to (re-)elect members from the Colleges of Education, Ethnic Studies and Health and Human Services. Unfortunately, this new process was not effectively communicated between APRC, the Academic Senate office, and the Colleges; none of the Colleges elected APRC representatives during the normal College election cycle.

APRC decided that in light of this problem, the current member from the College of Health and Human Services should remain on APRC for 2009-2010. The Colleges of Education and Ethnic Studies will be asked to hold a special election for APRC representatives before the end of the Spring semester.

At the second last meeting of the year, Brian Beatty was re-elected as APRC chair, and Gerardo (Buddy) Ungson was elected vice-chair.

Conclusions

This was a very busy year for the APRC, as processes and policies implemented last year were re-evaluated and kept or rescinded. APRC interviewed six Departments, completed three reports and expects to complete reports for three others. In an ideal world, all reports would be complete by the end of the term, but that has proved a very difficult goal to achieve. Beginning in mid-April the committee even doubled the number of scheduled meetings in an attempt to complete as many reports as possible. APRC looks forward to finishing these reports and CAMs before Fall 2009 as the program review cycle shifts to the College of Creative Arts.