

FACULTY AGENDA ITEM 13.21

Date: *August 1, 2013*

Submitted by: *Dr. Randy Pembroke, VPAA, ext. 2546*

SUBJECT: *Change in the Faculty Handbook—Program Review Committee*

Description:

With the efforts to continuously improve and effectively serve, the function and composition of the program review committee needs to be modified in the Faculty Handbook (Section One VII.D.9)

Current Wording:

This committee serves in an advisory capacity to the subunits that are being reviewed, the area Vice Presidents and the President.

Members of the committee include: VPAA and VPAT (Co-Chairs--non-voting members); nine (9) tenured faculty: one (1) elected by each school and one (1) elected from each division of the college; three (3) students elected or appointed by the Washburn Student Government Association (at least one must be a non-traditional student); three (3) Washburn employees: one (1) librarian chosen by the Library staff, one (1) from Student Life, one (1) from Business Area.

The University Program Review Committee receive the subunits' program assessment and area directors' comments at least one week in advance of the assigned meeting date. The UPRC will meet with the subunit members and the area director for a collegial discussion of the self-study and the area director's comments. Any UPRC member from an area that is being reviewed by the committee will not vote on the UPRC report of that area, although they will participate in any discussion of the self-study. Each member will be appointed to write the UPRC report for a program review area. The reports will be approved or modified by vote of the UPRC. Minority reports may be submitted by members of the UPRC to the appropriate Vice Presidents.

Proposed Wording:

The Program Review process is intended to improve the quality of the academic programs offered at Washburn University. It is also intended to provide an organized opportunity for faculty to reflect on educational practices and review the role of their department/unit in the context of the University. Program Review offers the opportunity to reflect on department/unit and institutional priorities and encourages programs to consider how they support the strategic direction of the University. The primary goals are 1) Enhance the quality of academic programs by assessing program strengths and challenges; 2) Align academic program needs and campus priorities with the planning and budgeting process; 3) Assure that department/unit priorities are consistent with the University's mission and strategic directions.

Program review and assessment information, after review by the appropriate Dean or unit head, is submitted to the program review committee via the Vice President for Academic Affairs' office. Department/program information is made available to the committee members for their review during the semester prior to the scheduled review.

The Program Review committee will meet with the department/program chair/unit head to discuss the executive summary, documentation and other relevant matters. Based on this meeting, the committee will prepare a report to be sent back to the department/program chair and unit head. Another meeting is then scheduled with the department/program chair and the appropriate Vice President to discuss the committee's response and plans for the recommendations or unit actions.

Members of the Committee are: the VPAA, the VPAT, the VPSL (tri-chairs—non voting members), nine (9) tenured faculty: one (1) elected by each school and one (1) elected from each division of the college; three (3) students elected or appointed by the Washburn Student Government Association (at least one must be a non-traditional student); three (3) Washburn employees: one (1) librarian chosen by the Library staff, one (1) from Student Life, one (1) from Business Area.

Financial Implications:

Proposed Effective Date: Fall 2013

Request for Action: *Approval by FAC/FS/ Gen Fac/BOR*

Approved by: *AAC on date*

FAC on date: 9/30/13

Faculty Senate on date

Attachments Yes No