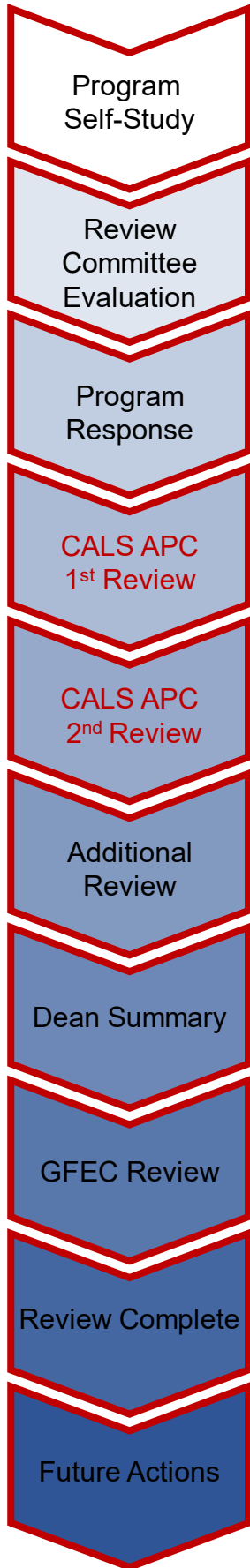


Academic Program Review (CALs APC version)

9/1/2021



- Dean requests department/program to prepare a detailed self-study document according to guidelines and template with attention to questions in dean's request (<https://kb.wisc.edu/apir/search.php?cat=9279>)
- Review committee reads the self-study, meets with department chair, faculty, staff and students to evaluate program(s).
- Committee prepares a review report that summarizes findings, identifies strengths and weaknesses, addresses questions in charge letter, and makes recommendations
- Department/program chair reviews report for errors of fact
- CALs APC reviews full report (self-study and review documents)
- Review committee chair provides summary and answers APC questions
- APC develops list of questions for department/program chair
- Discussion with department/program chair to address APC questions
- Vote on completeness of the review
- APC may comment on specific recommendations or make suggestions to advise dean on future actions
- Programs shared with other colleges will be discussed at their governance committees as well. For example, L&S also will be discussed by L&S APC or may be discussed at a joint CALs and L&S APC meeting
- Dean prepares a final summary report, with any recommendations of future actions, to be submitted to the provost and dean of Graduate School (for graduate programs)
- Graduate Programs also are reviewed by the Graduate Faculty Executive Committee (GFEC), which submits a report to the Provost that also may recommend future actions
- The APIR/Office of the Provost reviews the report and may recommend future actions. APIR maintains records of program review history and reports annually to UW System.
- Further reports of recommended actions returned for dean and CALs APC review

Center Review (CALs APC version)

8/31/2021

Center
Self-Study

- Dean requests center to prepare a detailed self-study

Review
Committee
Evaluation

- Review committee reads the self-study, meets with center director, faculty, staff, and stakeholders to evaluate center
- Committee prepares a review report that summarizes findings, identifies strengths and challenges, addresses items in charge letter, and makes recommendations

Program
Response

- Center director reviews report and provides response

CALS APC
1st Review

- CALS APC reviews full report (self-study, review report, center response)
- Review committee chair provides summary and answers APC questions
- APC develops list of questions for center director

CALS APC
2nd Review

- Discussion with center director to address APC questions
- Vote on completeness of the review
- APC may comment on specific recommendations or make suggestions to advise Dean on future actions

Dean Summary

- Dean prepares a final summary report, with any recommendations of future actions