

**University of Missouri-Kansas City**  
**Academic Program Review**  
**Overview and Timeline**  
*Revised July 2022*

-driven and developmental organization through understanding and enhancing the student experience. To this end, the goals for Academic Program Review are:

- to foster a culture of continuous quality improvement;
- to validate the contributions to supporting and enhancing student engagement and student learning;
- to identify priorities for resources investment; and
- to learn the perspectives of diverse constituents.

Assessment of student learning achievement and the resulting plans for programmatic alterations to support student learning are essential components in understanding and enhancing the student experience in academic and co-continuous improvement, reflects the quality of the student experience in the learning environment, and serves as a core component of program review. The information and understandings that emerge from the assessment and program review processes provide the foundation for planning and the resource allocation on programmatic, unit, and university levels.

***Assessment of Student Learning Annual Report:***

*Programs participating in a program review cycle are expected to continue engagement in assessment of student learning and submission of the annual assessment report:*

- October 15** The program director, department chair, or assessment coordinator submits the Annual Assessment Report to the folder in the Assessment Archives in Box.
- January** The University Assessment Committee provides feedback to the program concerning the information presented in the Annual Assessment Report.

<b>April 1</b>	The department chair submits the Self-Study Report Form for all programs to the Dean. Graduate programs self-study reports are submitted to the Graduate Council.
<b>April</b>	The Dean and Graduate Council review the Self-Study Reports.
<b>May 1</b>	The Dean and Graduate Council provides feedback to the program director, department chair, and Associate Dean concerning the accuracy and comprehensiveness of the report, the status of the program, the accomplishments, and the plans for improvement.
<b>May-August</b>	Program department chairs address the recommendations and revise the Self-Study Report.
<b>August 1</b>	The department chair submits the final Self-Study Report Form and the Academic Program Review Checklist to the Dean and Graduate Council.
<b>August</b>	Dean and Graduate Council provide final feedback.
<b>September 1</b>	The Dean submits the final Self-Study Report and Checklist to the VPCA after receiving feedback .
<b>October</b>	The VPCA office prepares Executive Summaries for the Provost.  The Dean, program director, and department chair finalize the Action Plan and submit the signed form to the VPCA.
<b>November</b>	The Dean, department chair, and program director (if different) meet with the Provost, the VPCA, and the VPIE to discuss the key aspects of the Self-Study Report and the proposed action plan.
<b>December</b>	The Dean meets with the department chair and program director to discuss Action Plan implementation and monitoring.
<b>January</b>	The Provost meets with the department faculty to discuss key aspects of the program review process, Self-Study Report, and plans for improvement.
<b>February</b>	The VPIE prepares and submits the <i>Executive Summary</i> for the program to the Provost.