

FAYETTEVILLE STATE UNIVERSITY

REVIEW AND EVALUATION OF EXISTING ACADEMIC PROGRAMS

Authority:	Issued by the Fayetteville State University (FSU) Board of Trustees. Changes or exceptions to administrative policies issued by the FSU Board of Trustees may only be made upon the authorization of the FSU Board of Trustees.
Category:	Academic Affairs
Applies to:	●Administrators ●Faculty
History:	Approved – December 13, 2024
Related Policies/ Regulations/Statutes	<ul style="list-style-type: none"> ●Faculty Appointment, Promotion and Tenure ●Policy on Academic Program Planning [UNC Policy #400.1] ●Regulation for Academic Program Planning and Evaluation [UNC Policy #400.1.1[R]] ●Termination of Programs [UNC Policy #400.1.2] ●Regulation on Terminating Programs [UNC Policy #400.1.2.1[R]]
Contact for Info:	Provost and Vice Chancellor for Academic Affairs

I. PURPOSE

The University of North Carolina (UNC) Board of Governors requires constituent institutions to conduct academic program reviews in a manner set forth by UNC System policy. Academic program reviews (APR) offer a means by which Fayetteville State University (University) can evaluate the quality, progress, effectiveness and relevance of its academic programs. This policy (Policy) provides an overview of the timeline, responsibilities, evaluation criteria, process and outcomes for APRs. Details regarding the review process and associated resources are also available in the *Academic Program Review Procedures*.

II. RESPONSIBILITIES FOR ACADEMIC PROGRAM REVIEW

The following individuals/units are responsible for the review and evaluation of existing academic programs:

A. Provost and Senior Vice Chancellor for Academic Affairs

APRs shall be conducted under the auspices of the Provost and Senior Vice Chancellor for Academic Affairs (Provost) who will oversee the APR process and provide guidance and training for academic units engaged in APR.

Reporting to the Provost, the Office of Institutional Effectiveness, Research and Planning (IERP) will maintain and publish a schedule of all APRs; inform the Provost, College Dean and Department Chairs or Associate Deans of Schools (Academic Unit Heads) of an upcoming review a minimum of two semesters prior to the scheduled program review; provide consultation and support; archive program review documents; provide key metrics to Academic Unit Heads; and track final actions related to the APR.

B. College Deans

College Deans (Deans) shall have appropriate oversight for the APR process for their respective college and ensure that academic programs within their college complete the APR process within the time prescribed and in accordance with this Policy and the *Academic Program Review Procedures*.

In the case of academic programs that cross departments or schools but reside within a college, the respective Dean will designate a unit level leader with primary responsibility for designating qualified faculty members to conduct reviews for each academic program.

C. Academic Unit Heads

Academic Unit Heads shall be responsible for designating qualified faculty members to conduct reviews for each academic program.

D. Faculty

Faculty shall participate in the program review process through data collection and analysis, development of findings and recommendations, and self-study report preparation.

III. EVALUATION CRITERIA

APRs shall be conducted in a manner that evaluates the following:

A. Student Demand

Current and projected student demand, as measured by enrollments in the majors and degrees produced.

B. Workforce Demand

Current and projected workforce demand, as indicated by projected job growth and existing data on student employment outcomes.

C. Student Outcomes

Includes metrics such as persistence, graduation rates, time to degree, and post-graduation success where possible.

D. Program Costs and Productivity

Includes research, scholarship, creative activity, and the number of student credit hours produced compared to the number and cost of faculty and staff.

E. Contribution to Critical Professions

Includes a program's contribution to professions vital to the health, educational attainment, and quality of life of North Carolinians.

F. Additional Considerations

Any other factors identified by the Chancellor or the UNC System President.

IV. PROGRAM REVIEW

A. Programs Without Specialized Accreditation from an External Accreditation Body

For programs without specialized accreditation from an external accreditation body, the APR shall consist of a self-study, external evaluation, and reviews by the faculty, Academic Unit Heads, Deans and the Provost in the manner described below.

1. Schedule

All academic degree programs must be reviewed at least once every seven years from the date of the preceding review or from the implementation date of a new academic program, or on such schedule as the UNC System President may prescribe by regulation.

2. Self-Study

The academic unit housing the academic program that is subject to review will complete a self-study report in accordance with the University's *Academic Program Review Procedures*. The report shall include a summary and recommendations for program continuous improvement, expansion, contraction, or elimination. The self-study report will be reported to the external evaluation reviewer or accreditation agency.

3. External Evaluation

An external evaluation shall also be conducted in accordance with the University's *Academic Program Review Procedures*. The external evaluation shall include a review of the program's self-study report and other related data along with a campus visit.

4. Final Report and Recommendations

The report from the external evaluators in combination with the self-study report shall comprise a final report. Findings and recommendations from the APR will be submitted to the Academic Unit Head, faculty and Dean for consideration. Recommendations will be submitted, as appropriate to the Faculty Senate, to

ensure the faculty's role in the development and review of the curriculum. The final report and recommendations shall be submitted by the Provost to the Chancellor.

5. Chancellor's Action

Based on the final report and recommendations, the Chancellor shall consult with the Provost, and if necessary, the Dean of the college. Following consultation, the Chancellor shall take appropriate action to expand, contract, or eliminate the academic program.

6. Follow-Up Reports

Academic units must submit, as appropriate, a follow-up report on actions implemented for continuous improvement two (2) year(s) after the APR final report.

B. Programs With Specialized Accreditation from an External Accreditation Body

A review made for a programmatic accreditor or a professional licensing board, which satisfies Section III of this Policy may be submitted in lieu of a separate report.

1. Schedule

Academic programs with specialized accreditation shall follow the accreditation cycle of the external accreditor.

2. Evaluation Criteria

In addition to satisfying requirements by the specialized accreditor, the academic unit's whose program is being reviewed shall produce an internal self-study that reflects upon the criteria outlined in Section III that is not covered under the specialized accreditation process. For example, if the criterion listed under Section III.E. is not included in the requirements by the specialized accreditor, the academic unit's internal self-study must include that criterion and any other factors identified by the Chancellor or the UNC System President. The internal self-study must also include plans, if any, to address any findings.

3. Final Report and Findings

The academic unit, whose program is being reviewed, shall provide the final specialized accreditation documents (the self-study report as submitted to the specialized accrediting body, the specialized accrediting body's review committee report/findings, any response submitted by the academic unit, and any negative actions/findings from the specialized accreditor) and the internal self-study to the respective college Dean and the Provost.

4. Chancellor's Action

The Provost shall provide the final specialized accreditation report and the internal self-study to the Chancellor. Based on the final report and recommendations, the Chancellor shall consult with the Provost, and if necessary, the Dean of the college. Following consultation, the Chancellor shall take appropriate actions to expand, contract, or eliminate the academic program covered under the specialized accreditation review.

V. REPORTS

A. Board of Trustees

Summary reports of all APRs shall be reviewed by the University's Board of Trustees.

B. UNC President

Following the reviews by the University's Board of Trustees, the summary reports shall be submitted annually to the UNC System President. The first summary report, focused on the initial subset of programs reviewed by the University, shall be due to the UNC System President by January 31, 2026.