

# ACADEMIC PROGRAM REVIEW

## Orientation Handout for Spring 2016 Cohort

*Accountancy (undergraduate and graduate); Art History & Humanities; Communication & Theatre Arts; East Asian Studies; The 5<sup>th</sup> Year MBA; Finance; Humanities (graduate); Human Resources Management; International Business with Language and Culture; Logistics; Marketing; Non-Profit Administration; Philosophy; and Women's and Gender Studies*

### Changes from Published Information Guide/Online Supplement

Because the Higher Learning Commission Action Letter insists that all program reviews be completed by summer 2016, the maximum number of external members of the Visit Team varies according to the size and anticipated complexity of the visit.

We are also departing from the published schedule in that the orientation took place in mid to late spring of the year before Academic Program Review and the visit will take place in the spring semester instead of the fall (Self-Study Reports are due the first week of February to the appropriate administrator). The actions which normally take place in the spring semester following the visit will happen in late spring or early summer following the visit.

### Designated Administrator

The Dean of the College of Arts and Sciences is the designated administrator for the following APRs: Art History & Humanities; Communication & Theatre Arts; East Asian Studies; Humanities (graduate); Non-Profit Administration; Philosophy; and Women's and Gender Studies.

The Dean of the Boler School of Business is the designated administrator for the following APRs: Accountancy (undergraduate and graduate); The 5th Year MBA; Finance; Human Resources Management; International Language with Business and Culture; Logistics; and Marketing.

### Stipend Amounts

#### Program Faculty

One faculty stipend of \$4000 is available for the writing of the self-study.

#### Review Team Members

Each of the team members will receive a \$1500 stipend with the outside member who serves as chair receiving an additional \$500.

#### Outside Members of the Review Team

All transportation, lodging, and food during the visit is paid.

## **Maximum Team Size**

Accountancy [graduate] (up to 2 external)

Accountancy [undergraduate] (up to 2 external)

Art History & Humanities (up to 2 total)

Humanities [MA] (1 external)

Communications & Theatre Arts (up to 2 external)

East Asian Studies (1 external)

5th Year MBA (up to 2 external)

Finance (up to 2 external)

Human Resources Management (up to 2 external)

International Business with Language and Culture (1 external)

Logistics (up to 2 external)

Marketing (up to 2 external)

Non-Profit Administration (1 external)

Philosophy (up to 2 external)

Women's and Gender Studies (1 external)