Date: March 18, 2015

To: Academic Deans

From: Sarah C. Mangelsdorf, Provost and Vice Chancellor for Academic Affairs

RE: Update on Academic Program Review

As you are aware, each academic program (degree/major and certificate) is required to be reviewed at the first five-year mark, and thereafter at least once every 10 years. Given the current situation of scarce resources, program review continues to be important as a way to think in a focused and strategic way about the value and quality of the programs we are delivering.

This memo is a reminder of expectations we have established regarding program review.

- Each school/college is required to have a process in place to stay on schedule for program reviews. I will be looking for a written summary of your process to be submitted with the next program review report in July 2015.
- As you bring forward new program proposals and proposals for program changes and restructuring, we will be checking the status of program review for the program under discussion and for other programs in the same academic unit (at the department and school/college level). Program review will need to be up to date in units making proposals for the proposal to advance, given that this is one marker that the unit has the capacity to meet the various commitments associated with the delivery of academic programs. If units are behind on program review, we will ask you to take a step back to conduct that review so the new program or program changes can be considered in the fuller context.

The requirements for program review are in keeping with University Academic Planning Council policy, UW System Board of Regents policy, expectations for HLC accreditation, and are documented in the campus program review guidelines (http://apir.wisc.edu/programreview.htm).

I know that you and all of our colleagues are very busy, and with our very lean staffing levels it can be a challenge to keep up with program review. However, program review is an important tool to help us understand how our programs are working, and I ask that you continue to keep up with these reviews.

At least annually, and usually more frequently, Jocelyn Milner contacts you on my behalf to exchange updates on the status of program reviews in your school/college. You will receive one of those updates in the next few weeks.

Thank you for your participation in program review. Please contact Jocelyn Milner (jocelyn.milner@wisc.edu) if you have any questions about the status of program reviews in your school/college and for information about process or supporting information.

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