**UW-Madison Academic Program Review Guidelines – Key Features**

Program review guidelines adopted in 2010 provide an update to the 1995 guidelines and more clearly state expectations. Some content has been added that describes current practice, integrates UAPC recommendations for changes to the policy in recent years, and moves UW-Madison towards standards for good practices of program review at other major research universities.

1. Responsibility for program review resides with the deans (section B).
2. The Graduate School participates in reviews that include graduate programs (section J).
3. Provost’s office has coordinating responsibility (sections B, D).
4. UW-Madison is responsive to BOR policy, which required periodic (every 10 years) review of all programs and an annual report (section C).
5. Deans will respond annually to request from provost for a program review report (and then provost’s office responds to UWSA mandate for annual program review report) (section D).
6. Expectations for dean’s annual reports are more explicitly spelled out. Deans are now requested to send provost a written summary memo or letter documenting the findings of a program review (section D).
7. Program review can be conducted in the context of a complete departmental program review. All programs, even those that are not department-based, must be included in the review cycle (section F).
8. Accreditation review may serve the purpose of a program review (section F).
9. Low enrollment programs are flagged and deans are asked to review them in the year that they become low-enrollment and justify continuation or else plan for discontinuation (section E).
10. The standard for low-enrollment programs is 5 degrees in 5 years; for undergraduate majors that are offered at more than half of all UWs, the standard is 25 degrees in 5 years (section E).
11. Program review guidelines, including low enrollment guidelines, apply to certificate programs (new) as well as degree/major programs (same) (section C).
12. Schools/colleges are invited to develop their own program review and self-study guidelines (section F).
13. Also provided are general self-study guidelines that may be useful to schools/colleges that haven’t developed school/college guidelines or for cases when a dean deems it useful to require that a program use the general guidelines (section I, Appendix III).
14. Program review explicitly requires attention to alignment with the strategic framework and strategic priorities (section G).
15. Program review includes a focus on student learning, attention to alignment with Wisconsin Experience, use of high-impact practices, and essential learning outcomes (requested by UAPC, March 2008) (section H).
16. Expanded guidance has been provided on self-study preparation, membership of the review committee, the response of the dean’s office to the review committee, and formal closure with a summary letter from the dean back to the program/department (section I, J).
17. A section pointing to some potentially useful resources has been added (section K).