From: Provost Office
To: Batesky James A; Battista Rebecca A; Felix Emmanuel S; Foster Carl C; Gibson Mark H; Mally Kristin K; Martinez Raymond D; Mikat Richard P; Pein Richard L; Porcari John P; Skemp-Arlt Karen M; Steffen Jeffrey P; Tymeson Garth T; Udermann Brian E; Waters David J; Wright Glenn A; Yu Chia-Chen;
cc: Mclean Karen P; Hoar Robert H; Hoffman Michael A; Morgan Betsy L; Wilson Carmen R;
Subject: Academic Program Review
Date: Thursday, May 15, 2008 3:11:36 PM

UNIVERSITY of WISCONSIN
LA CROSSE

April 15, 2008

To: Members of the Undergraduate Fitness Program

From: Bill Colclough, Interim Provost and Vice Chancellor for Academic Affairs

Re: Academic Program Review

As one component of a commitment to excellence at UW-La Crosse, academic departments undergo an Academic Program Review (APR) on a regular cycle. Departments that have external accreditation, participate in UW-L's APR the year following their accreditation review. Departments without external accreditation participate in the process every seven years and the process includes an external reviewer. Free standing minors go through an abbreviated process every seven years.

Each department develops a self-study as part of the process that reflects on curriculum, assessment, new initiatives, personnel, and support for achieving the program's goals. Academic program review is the responsibility of the faculty who comprise an academic department. Consequently, we are sending this letter to all members of your department.

The Undergraduate Fitness Program will undergo review by APR in 2008. The department's last APR was reviewed by Faculty Senate in 2002.*

In the latest review the recommendations listed below were put forth by APR. Since the time of the review these recommendations may have gained or lost salience. However, in your next review, your department will be asked to describe

how they responded to the recommendations.

Conclusions and Recommendations of the Academic Program Review Committee:

The program director, Karen Skemp cites its interdisciplinary curriculum as its most significant strength. The popularity of the program supports the director's claim. The program has exceeded the desired faculty/student ratio and has recently hired one additional faculty member. The ideal number of admissions each year (30) should be closely monitored.

The program has identified the need for a new course that will address exercise for special populations. Although the material is covered in existing courses, an individual course could focus more on the attainment of competencies.

Although the program has in place learning outcome assessment tools, it does not appear to be have been used in measuring program effectiveness. It is suggested that an overall assessment plan include ways of measuring student attainment of overall program goals.
The program is now evaluating methods to accomplish this task and has identified courses that measure overall program goals. The program has also developed employer and alumni surveys, and plans to collect and use this data in an overall program assessment plan. These cyclic methods of obtaining overall program feedback are recommended. A standardized certification exam offered through the American College of Sport Medicine is another potential source of quantifiable ongoing feedback for the program to use in an overall assessment plan. The program is unique in the offering a fieldwork experience. This internship adds to the high employment rate of its graduates.

The committee does recommend refinement of outcome assessment tools.

Over the past several years, the Provost's Office has worked with the APR committee and Faculty Senate to ensure up-to-date and useful documentation regarding APR. At the Faculty Senate website you will find timelines, policy, self-study formats, and samples of letters and schedules for external reviewers: http://www.uwlax.edu/facultysenate/committees/APRindex.html.At the Provost's Office website, we have posted the last set of APR recommendations for each unit/department and the full documentation for several of the more recently reviewed programs. http://www.uwlax.edu/provost/assessment/apr/calendar.htm.

Please feel free to ask your chair, Faculty Senate or our office about the process if you have questions.

CC: Karen McLean (Dean of Science and Health)
Bob Hoar (Faculty Intern to the Provost 2008-2009)
Mike Hoffman (Chair – APR 2007-2008)
Betsy Morgan (Faculty Intern to the Provost 2007-2008)
Carmen Wilson (Chair – Faculty Senate 2007-2008)

* The cycle for programs is based on the schedule posted at the link below: http://www.uwlax.edu/facultysenate/committees/APRindex.html.
Departments may request an official deferment for cause for one year. Only an official deferment alters the schedule.

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