

Academic Program Review: Annual (APR-A) Report **Guidelines[[1]](#footnote-0)**

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# Instructions

1. Colleges, departments, and programs should identify who is responsible for authoring this report for each program.
2. All programs with and without specialization accreditation will submit an annual report.
3. From the table below, determine which category best describes your program:

| **My program has…** | **What I need to submit…** |
| --- | --- |
| No specialized accreditation | APR-A report |
| Specialized accreditation with an annual report that contains program-level student learning outcomes | Specialized accreditation annual report (simply upload the report). |
| Specialized accreditation with an annual report that does not contain program-level learning outcomes | APR-A report |
| Specialized accreditation that does not require any annual reporting | APR-A report |

1. Download this file (WORD document).
2. Submit your report as a WORD document via this [**Annual Academic Program Reporting Form**](https://forms.gle/qRnAoEQFCopQcPMC9) by **Nov. 1.**
3. If your program had a specialized accreditation visit or an Academic Program Review: 7-Year Self-Study (APR-7) last academic year, please submit either your ISU 7-Year Academic Program Review or your Specialized Accreditation Report as well as the reviewer feedback if applicable.

Academic Program Review: Annual (APR-A) Report Template

**Program:**

**Contact Information:** (Name & Email)

1. Refer to the action plan from your most recent A-APR report.

1. Describe progress your program has made according to your action plan and timeline over the past year
2. Describe your next steps for the upcoming academic year.

2. Refer to your assessment plan.

Report assessment results for program level student learning outcomes that were assessed in the most recent academic year.

1. Based on the plans you discussed last year (part C below in the prior year) briefly explain if you were able to make the changes you identified and how they were implemented.
2. Incorporate the data you collected this year by answering the following questions for each Program-Level Student Learning Outcome .

| **Program-Level Learning Outcomes** | **Assessment Method** | **Data** | **Results** | **Actions** |
| --- | --- | --- | --- | --- |
| **List** the Program-Level Student Learning Outcome(s) (add additional rows as needed). | Describe the Assessment Tools/Measures that Produce Evidence of Learning  (e.g., exam, paper, project, presentation, etc.) | Analyze the Data/Evidence (e.g., Whom did you measure? All students, selected sample, or random sample? All modalities - in person, blended, online?) | Present the Results and Interpret Student Performance (e.g., percent and number of students who are developing or meeting at target) | Explain the Actions Taken or the Actions You Intend to Take for Continuous Improvement Based on the Results. |
|  |  |  |  |  |

1. Discuss the results from your assessment activities this year and describe what actions you plan to take next year to make changes based on the information.

3. Describe operational and other changes your program plans to make that are not discussed under #1 and #2 above.

1. Updates: 9/5/2023, 04/03/2024

   Approved: Dean’s Council 9/07/21

   Approve: Faculty Senate: 9/27/21 [↑](#footnote-ref-0)