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UNCG SCHOOL OF NURSING

THE ACADEMIC PROGRAM REVIEW PROCESS: PHASE 1 AND 2
Rubric, Timeline, and Documents can be found at:
https://innovation.uncg.edu/initiatives/academic-data-dashboards-admin-services-review/

The purpose of a portfolio review process is to assess each program effectively in a manner that helps inform decisions for adapting our academic portfolio in the context of the financial and workforce conditions we face and the mission of UNCG. Each academic degree program will be assessed, and a range of possibilities will be considered, including discontinuation, reduction, maintenance, and investment for those programs positioned for future expansion. An important component of such assessment is the availability of data reflecting program strength, productivity, operating costs, and other factors deemed relevant. We have been asked to provide a tentative plan for the School of Nursing (SON) to navigate and make decisions related to the Academic Review. The school review period is September 18, 2023, to December 15, 2023.

The School of Nursing will enlist the following tentative plan to make decisions related to the Academic Program Review. The SON Executive Leadership Team is comprised of the dean, associate and assistant deans, department chairs and director of faculty credentialling and compliance for the **Phase 1** Review. The **Phase II** review will be conducted by program directors, concentration coordinators, a faculty assembly co-chair, curriculum committee chair, director of office of student success along with department chairs, assistant dean for budget and administration, and the associate dean for community engagement and academic partnerships.

Description	Time Frame	Responsibility	Notes/Comments
PHASE 1 Begin Review			
SON Executive Review Committee receives rubric, metrics, and data and begins review. Each academic program will be assessed, and a range of possibilities will be considered, including discontinuation, reduction, maintenance, and investment for those programs positioned for future expansion. The evaluations will include the following categorizations/scores: *Exceeds Expectations (4), Meets Expectations (3), Approaching Expectations (2), Needs Examination (1).* **Outcome:** Complete rubrics and conduct initial examination of programs based	9/18/2023 – 9/26/2023	Executive Review Team	

upon agreed upon classifications. Determine if additional information is needed.			
PHASE 1 Review, Clarification (if necessary), and Initial Classification	9/26/2023-10/10/2023	Executive Review Team	
If additional information is needed the SON Executive Review Team will enlist assistance from the program directors and/or concentration coordinators or Office of Institutional Research and Enterprise Data Management (https://ire.uncg.edu/). During this period the SON Executive Review Team will continue to meet to review data and develop initial recommendations. **Outcome:** Solicit additional information; continue review.	9/26/2023-10/10/2023	Executive Review Team	
Review additional information received from Program Directors, Concentration Coordinators and/or the Office of Institutional Research and Enterprise Data Management (https://ire.uncg.edu/). The program/concentration-level classifications will be shared with the programs/concentrations identified as being candidates for *Needs Examination* during Phase 1. Programs will be asked to submit *Contextual Data (*document qualitative and contextual information deemed important to understanding the program's health and viability).	9/26/2023-10/17/2023	Executive Review Team	
Outcome: SON Executive Review Committee makes initial recommendations and submits the information for PHASE 2 Review.	10/17/2023-10/24/2023	Executive Review Team	
PHASE 2: Phase 2 Review Team reviews Programs categorized as *Needs Examination*	10/17/2023-11/16/2023	Phase 2 review group begins their review.	

The chairs and/or members of the Executive Team will share the initial evaluations, and additional information/questions from Phase 1 with members of the Phase 2 Review Team. **Outcome:** Phase 2 Review Team requests additional information and prepares response	10/17/2023-11/16/2023	Phase 2 Review Team begins further review after receiving information from Phase 1.	
Update Faculty and Staff on process/progress to date during a SON Organization meeting.	10/18/2023	Executive Review Team	
Response from Phase 2 Review Team due back to Executive Review Team.	11/17/2023	Phase 2 Review Group	
The SON Executive Review Team reviews report and additional data provided during Phase 2. **Outcome**: Executive Review Team and Dean determine final School recommendations	11/17/2023-12/15/2023	Executive Review Committee	
Outcome: The Dean submits final recommendations to the Provost.	By 1/8/2024-1/14/2024	Dean	

09/31/2023