DRAFT Faculty Advisory Committee for Academic Program Review

3/2/10 update

Purpose
1. Identify methods for revenue enhancement through increased programmatic efficiency, reduced expenditure, or increased revenue
2. Review program viability and identify opportunities to offset university budget cuts via these means and others:
   a. Evaluate the reduce number of low-enrolled sections through mergers, improved scheduling, etc
   b. Evaluate increasing course enrollment
   c. Evaluate reducing number of course offerings
   d. Evaluate faculty workload practices to verify faculty productivity is commensurate with assignment
   e. Evaluate potential course, program or departmental mergers or elimination
   f. Evaluate course and program scheduling (block scheduling, modular programmatic offerings)
   g. Evaluate graduate assistant teaching assignments
   h. Evaluate the economic viability of summer programming
   i. Recommend other means to increase programmatic efficiency, reduce expenditures, and increase revenue

Membership
One faculty member from each College and the Schools of Polytechnic Studies and University Studies nominated by the Dean and appointed by the Provost will serve a three-year term. Non-rotating members will include the representative of the Office of the Provost, Dean of Graduate Studies, Chair of the Faculty Senate, and the Moderator of the Chairperson’s Forum. The Committee will be chaired by the representative of the Office of the Provost.

Non-Rotating Members
Michael Parker, Provost Office Representative (mparker@semo.edu, x2670)
Fred Janzow, Dean of Graduate Studies (fjanzow@semo.edu, x2062)
Stephanie Chamberlain, Faculty Senate Chair (sechamberlain@semo.edu, x2619)
William Eddleman, Chairperson’s Forum Moderator (weddleman@semo.edu, x2171)

Faculty Members
AY 2010-2012 Elaine Jackson, Health and Human Services (ejackson@semo.edu, x2871)
AY 2010-2012 Alice Strange, Liberal Arts (astrange@semo.edu, x2477)
AY 2008-2010*** David Probst, Science and Mathematics (to complete term, dprobst@semo.edu, x2388)
AY 2008-2010*** Shaojun Wang, Polytechnic Studies (swang@semo.edu, x2650)
Chair
Michael Parker

Data Sets to Consider (generally, three year trends for each) include:
1. Enrollment in the major
2. Number and percent of low-enrolled sections
3. Cost per SCH taught
4. SCH/faculty FTE
5. Cost major
6. 6 yr graduation rate (cohort)
7. Freshmen retention
8. Academic Quality (variable):
   a. Learning outcomes
   b. Pass rates on standardized tests (NCLEX, ABET, MFAT, MAPP)
   c. VSA reporting data (discussion attached)
9. Additional data sets as requested by the committee

Process
- Study data sets to identify areas for improved financial and programmatic strength.
- Following the process outlined by the Board of Regents, secure feedback from appropriate campus constituencies to gain sufficient understanding to make a recommendation.
- Submit a recommendation to the Provost.
- The Provost will consider the recommendation from the Faculty Advisory Committee for Academic Program Review, secure additional campus input and make a recommendation to the President.
- The President will secure additional input, if needed, and make a decision for action on the recommendation.
<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>EXAMPLES OF AREAS TO BE REVIEWED</th>
<th>RESPONSIBLE GROUP</th>
<th>PRESENT TO BRC</th>
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| Institutional Merit and International Student Scholarships | - Review value of out-of-state scholarships  
- Review criteria for certain merit scholarships to make more competitive  
- Standardize international scholarships | Scholarship Review Committee  
Debbie Below, Assistant VP for Enrollment Management & Director of Admissions, Chair | February 19    |
| Employee Benefits                            | - Review structure of employee health insurance  
- Comprehensive review of benefit cost by category | Budget Review - Benefits Subcommittee  
Jim Cook, Director Human Resources, Chair | March 5        |
| Utilities                                     | - Adjust summer and winter setpoints for utilities  
- Evaluate building scheduling to conserve energy | Campus Sustainability Committee  
Chris McGowan, Dean Science & Mathematics, Co-Chair  
Angela Meyer, Interim Director Facilities Management, Co-Chair | March 5        |
| Student Services                              | - Minimize paper correspondence/publications  
- Evaluate student leadership programs  
- Review utilization of Writing Center & Learning Enrichment Center | Enrollment Development Team  
Debbie Below, Assistant VP for Enrollment Management & Director of Admissions, Chair | March 4        |
| Intercollegiate Athletics                    | - Review team scheduling for travel savings  
- Review recruitment plans for travel and scholarship savings | Strategic Planning – Intercollegiate Athletics Subcommittee  
Al Spradling, Regent, Co-Chair  
Jim Limbaugh, Regent, Co-Chair | March 5        |
| Academic Activities                          | - Review viability of programs (graduate and undergraduate) from trimming to eliminating  
- Review department & individual faculty student credit hour generation  
- Evaluate summer school | Academic Program Review Committee  
Mike Parker, Social Work, Chair | March 5        |
| Special course fees                          | - Consider per credit hour course fee on high cost programs  
- Consider per credit hour course fee by college/department | Deans Council  
Randy Shaw, Dean’s representative to BRC | March 4        |
| Other Common Fees                            | - Restructure late fees for inactive students  
- Review fees related to adding/dropping courses  
- Review penalty fees | Kathy Mangels, VP Finance & Administration  
Mona Hughey, Budget Director  
Verona Lambert, Director Student Accounts | February 19    |

On 5th topic for open forums