TO: The Executive Committee of the Senate

FROM: The Committee on Academic Planning and Review (CAPR)

SUBJECT: New CAPR Requirements and Timetable to Address the Concerns of the last Five-Year Program Review for the Graduate Multimedia Program

PURPOSE: For Action by the Executive Committee

ACTION REQUESTED: That the Executive Committee approve the new CAPR requirements and timetable noted below for the Multimedia Program, which will supersede the 05-06 CAPR 3 requirements

BACKGROUND INFORMATION: The Multimedia Graduate Program was discussed at the October 4, 2007 meeting of the Committee on Academic Planning and Resources. Committee members discussed the concerns expressed in the last five-year review and also the timetable, where a full review is automatically scheduled for the 2008-2009 academic year.

In document 2005-2006 CAPR 3, the “Action Requested” is as follows:

Acceptance of the Five Year Program Review of the Graduate Multimedia Program and conditional approval of the continuation of the program for a two year period. Within the two year period, CAPR requests that the program faculty develop a coherent set of Student Learning Outcomes (SLO's) and a method for measuring/collection data regarding the SLO's. In addition, the program must develop a method for the collection and analysis of data related to student progress through the program and for data relating to program graduates. At the end of the two year period, a follow-up review of the program by CAPR is requested.

In the same document, the “CAPR Recommendation for the Continuation of the Program” is as follows:

CAPR recommends Acceptance of the Five Year Program review of the Graduate Multimedia Program and conditional approval of the continuation of the program for the next two years. A second CAPR review of the program is requested at the end of the two year period. During this two year period of time the following must be developed:

- student learning outcomes for the program
- student learning outcomes for each course in the program
- a system for collecting and analyzing data on student progress in meeting the student learning outcomes
- a system for tracking progress of students through the program
- a system for collecting and analyzing data on graduates of the program
In the document, it was also stated that the next CAPR review would be in 2007-08. The normal five year pattern for the Multimedia Graduate Program would be 2008-2009. In light of this, CAPR recommends the following:

- that the Multimedia Graduate Program conduct a thorough review of its program in order to address the concerns expressed in the last five-year review
- that the Multimedia Graduate Program prepare and submit a report by December 15, 2007 that provides evidence that they have Student Learning Outcomes, that a systematic method for collecting and analyzing data is in place (with inclusion of data collected in the intervening period), and that the full range of concerns in the 2005-06 report have been addressed.
- that the Multimedia Graduate Program be prepared to discuss this review at the first CAPR meeting of 2008, which will be held on January 17.
- that the 2008-2009 full review be particularly rigorous and include both the review materials that would normally be submitted and also the materials developed in 2007-2008 to document that the program has addressed the concerns of the last review.

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