

## CPE Academic Program Review Institutional Annual Report

*Due Annually by July 15<sup>th</sup>*

CPE’s program review policy outlines a three-pronged approach consisting of institutional program review efforts, statewide data analysis, and a focus on implementing the statewide postsecondary strategic agenda.

The annual institutional report should include the following sections:

### 1. Program Review Summary

Provide a narrative summary of the institutional program review for the previous academic year. The narrative should include:

- a list of programs/departments that participated in the review,
- data analyses conducted, and
- a synopsis of meetings with university faculty, committee, or administration where data and the review process were discussed.

### 2. Programmatic Decisions

Provide a summary of programmatic decisions made during the previous academic year. Include accompanying rationale for decisions summarizing all data sources and any supplementary information used to arrive at the stated conclusion. Programmatic decisions should be categorized as grow, sustain, fix or sunset. Grow is defined as programs with high demand and/or an area of emerging growth. Programs determined as Sustain are performing well and the outlook is positive. Programs are considered Fix when previously strong and can be turned around. Sunset is defined as small or specialized programs with limited growth potential. This information should be reported in the following format:

Program	CIP Code	Decision	Rationale
<i>Ex: Cybersecurity</i>	<i>11.1003</i>	<i>Sustain</i>	<i>The program continues to have high student and market demand (Source: Gray)</i>

### 3. Program Review Plan

Provide an outline of the plan for the upcoming academic year, including a list of programs that are expected to undergo institutional program review.