

## Appendix 7

### Process

#### **Substitution of Accreditation Self Study for the Academic Program Review Self Study**

For programs subject to professional, disciplinary, or specialized accreditation, academic program review is coordinated with the accreditation or re-accreditation review cycle. The self-study developed for professional or specialized accreditation reviews normally provides the essential requirements of academic program review and may, therefore, be used for this purpose, with approval by the college dean.

The department chair requests of the college dean a substitution of the accreditation reports for the academic program review document. The following materials accompany the request:

- the accreditation standards and procedures,
- the accreditation self-study report,
- the team's findings, and
- the accrediting agency's final report of the accreditation decision.

A request for the accreditation document to serve as the self-study document is acceptable if each of the following criteria is met:

- 1) the program has undergone a comprehensive assessment as part of a state or national accreditation review;
- 2) the procedures and standards of the accrediting agency are judged to be comparable to those of the academic program review;
- 3) the accreditation or re-accreditation is achieved; and
- 4) each program provides a summary of student learning goals, a description of its assessment process and procedures, and examples of how assessment results were used to enhance the program.

The college dean determines whether standards submitted by the department's accreditation, taken as a whole, provide a level of quality comparable to the program review criteria.

The college dean may take one of the following actions in response to the petition:

- a) The substitution is approved. The accreditation self-study report, the team findings, and the accrediting agency's final report are submitted according to the academic program review procedures and follow the academic program review process for review and commentary.
- b) A partial substitution is approved. The accreditation self-study report, the team findings, the accrediting agency's final report, and materials required for a complete academic program review (e.g., assessment of student learning goals, implementation plan) are submitted according to the academic program review procedures and follows the same process for review and commentary.
- c) The substitution is not approved. The program is reviewed in accordance with the academic program review procedures.