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ACAP
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Agenda Item 5

June 11, 2015

MEMORANDUM

TO: Members, Advisory Committee on Academic Programs

FROM: John Lane, DMA, Interim Director of Academic Affairs

Consideration of More Robust Metrics to Monitor Academic Degree Programs Offered by Public Institutions

Background and Introduction

At its November 6, 2014, CHE meeting, Commissioners asked the Academic Affairs staff to prepare information that would assist the Committee on Academic Affairs and Licensing (CAAL) members in determining future recommendations to the Commission regarding the development of more robust metrics for program monitoring. At the CAAL meeting in January 2015, CHE staff presented current practices for program evaluation and demonstrated how modifying some of the current criteria, specifically, changing enrollment and completion benchmarks, might affect the outcome of biennial program productivity review. Since the January CAAL meeting, Academic Affairs staff have spoken with higher education agency counterparts in at least seven other states, met with the Advisory Committee on Academic Programs (ACAP) to discuss possible review options (February 2015), and met with CHE's data management staff.

These discussions have helped confirm the following:

- the variety of data collected already;
- the criteria and means most helpful for reporting program productivity; and
- the benefits both other states and in-state institutions have reaped as a result of such reporting.

As a result of these findings, at the CAAL meeting on April 8, 2015, Academic Affairs staff suggested the following revisions to improve its monitoring of program productivity for public institutions:

- Maintain the current biennial program productivity review and report of *all* academic programs, but increase the base line numbers for completion.
- Include a third category in the biennial program productivity review and report, "licensure passage rate," for those programs (e.g., nursing, teacher preparation, etc.), that require passage of an exam to receive licensure.
- Introduce program-specific reviews after institutions have implemented new academic programs.

Based on discussions at the April 8th CAAL meeting, Academic Affairs staff recommends the following:

Changes to Current Program Productivity Review

Improvements to the biennial productivity review to include the following:

- 1) Increase the “satisfactory” threshold for program completers from five to eight.
- 2) Change the criterion for satisfactory program productivity from meeting **either** enrollment **or** completion thresholds to the new standard of meeting **both** enrollment **and** completion benchmarks.
- 3) Add the monitoring of licensure and/or certification pass rates for applicable programs.

Program-Specific Reviews

Implementation of a new, second component of program productivity review characterized as follows:

- 1) An assessment of new programs three years after implementation for master’s degree programs and five years after implementation for all other programs, beginning with programs approved in Fall 2015 (see attached draft review form).
- 2) Inclusion of criteria to compare with projections made during the application for program approval, including enrollment, graduate placement rates, faculty credentials, actual annual costs, fiscal impact, additional funding sources (per program/per year) and programmatic accreditation and licensure/certification information (if applicable).

Next Steps

Academic Affairs staff will seek input from ACAP members to:

- 1) Refine the list of licensure examinations (see attached list based on the Professional Licensure/Certification Exams currently collected and reported for Institutional Effectiveness).
- 2) Refine the list of viable benchmarks for program-specific review and the means for data collection.
- 3) Determine benchmarks for licensure and/or certification pass rates for applicable programs.
- 4) Create an appropriate question for the program-specific review to determine cost effectiveness of the program.
- 5) Determine the feasibility of providing a comparison of peer programs in the biennial productivity review.

Academic Affairs staff will also continue to explore ways to connect higher education productivity with workforce data as well as perform test trials of the third-year review on recently approved programs to ascertain the effectiveness of new criteria and data collected.

Academic Affairs staff anticipates presenting a final recommendation to CAAL at its July 15, 2015, meeting.

Recommendation

Staff recommends that the Advisory Committee on Academic Programs approve the following improvements to program review:

- 1) the biennial productivity review criteria to:
 - a. Increase the “satisfactory” threshold for program completers from five to eight.
 - b. Change the criterion for satisfactory program productivity from meeting **either** enrollment **or** completion thresholds to the new standard of meeting **both** enrollment **and** completion benchmarks.
 - c. Add the monitoring of licensure and/or certification pass rates for applicable programs (e.g., nursing, education, engineering, etc.).
- 2) a new program-specific review beginning with programs approved in Fall 2015 to assess programs three years after implementation for master’s degree programs and five years after implementation for all other programs, with final specific review criteria to be agreed upon prior to the first reviews to be conducted in Fall 2018.

Program Productivity

Name of Institution / Degree Name and Level

Program Review

This *Program Review* is an assessment that compares a new, approved program's proposed productivity at the time of its application to its outcomes by the end of year three of implementation. The assessment requests data about program **personnel**, student **performance**, **finances**, and **accreditation** and **licensure** information (if applicable) to better assess and assure quality programmatic delivery to students.

General Instructions to Institutions

Please provide institutional data about the following program features:

1. **Personnel** (Faculty Qualifications and FTE)
2. **Student Performance** (Graduation, Placement, and Retention)
3. **Finances** (Actual Costs, Sources of Financing, and Debt Load)
4. **Programmatic Accreditation** (if applicable)
5. **Licensure/Certification Exam Passage Rates** (if applicable)

Specific instructions accompany each section.

PROGRAM-SPECIFIC REVIEW

I. Personnel: A. Faculty and Administration Qualifications

Using the headings below, provide information about the qualifications of faculty who oversee and/or teach in the program. List program supervisor positions first. Add an asterisk to the rank of new faculty hired for the program.

Faculty and Administrative Personnel				
Rank	Full- or Part-time	Courses Taught or To be Taught, Including Term, Course Number & Title, Credit Hours	Academic Degrees and Coursework Relevant to Courses Taught, Including Institution and Major	Other Qualifications and Comments (i.e., explain role and/or changes in assignment)

PROGRAM-SPECIFIC REVIEW

I. Personnel: B. Faculty and Staff FTE

Total annual FTE needed to support the proposed program (i.e., the total FTE devoted just to the program for all faculty, staff, and program administrators):

Category	FTE
Faculty	
Staff	
Administration	

II. Student Performance: A. Graduation and Placement

Please provide available information/data for graduate placement rates, including matriculation to graduate school, employment related to discipline, and employment not related to discipline.

Year	Total Number of Graduates	Graduates Employed in Positions Related to Discipline	Graduates Employed in Positions Not Related to Discipline	Graduates Matriculating to Graduate School
FY 2014-15				
FY 2015-16				
FY 2016-17				
FY 2017-18				
FY 2018-19				

II. Student Performance: B. Placement Rates and Year-to-Year Retention

PROGRAM-SPECIFIC REVIEW

Please provide any additional information about graduate placement rates, if applicable.

Please provide information/data about junior to senior retention rates, if available.

III. Finances: A.1 Actual Costs and Sources of Finances

PROGRAM-SPECIFIC REVIEW

Provide information about program costs and sources of financing. *Specify costs and sources of financing on the next page.

Financial Support

Actual Costs by Year					
Category	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Program Administration					
Faculty and Staff Salaries					
Graduate Assistants					
Equipment					
Facilities					
Supplies and Materials					
Library Resources					
Other*					
Total					
Sources of Financing					
Category	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Tuition Funding					
Program-Specific Fees					
State Funding (i.e., Special State Appropriation)*					
Reallocation of Existing Funds*					
Federal Funding*					
Other Funding*					
Total					
Net Total (i.e., Sources of Financing Minus Actual Costs)					

PROGRAM-SPECIFIC REVIEW

III. Finances: A. 2 Explanation of Other Costs and Sources of Financing

Provide an explanation for other costs, state funding, any reallocation of existing funds, federal funding, and other funding identified in the Financial Support table.

III. Finances: B. Student Debt Load

If available, state the average debt load of graduates of the program.

PROGRAM-SPECIFIC REVIEW

III. Finances: C. Fiscal Impact to Institution

Please explain whether the program has a negative or positive fiscal impact on the institution overall (i.e., is the program supported by the revenue of other programs or does the revenue generated by the program support other programs at the institution?).

IV. Accreditation (if applicable)

Please describe the program's accreditation status, including an explanation of delays in seeking or earning programmatic accreditation. Also attach any reports or recommendations received from the accrediting body regarding the program.

PROGRAM-SPECIFIC REVIEW

V. Licensure/Certification Exam Passage Rates (if applicable)

Licensure/Certification Exam Name: _____

Year	Total Number of Graduates	Passage Rate*
FY 2014-15		
FY 2015-16		
FY 2016-17		
FY 2017-18		
FY 2018-19		

* Academic Affairs staff will coordinate data collection with Institutional Effectiveness reporting.

If necessary, provide any additional information about Licensure/Certification Exam Passage Rates

**List of Professional Licensure/Certification Exams
(Currently Collected and Reported for Institutional Effectiveness)**

Baccalaureate Programs and Above

ACC National Certif. Exam. in Nurse Midwifery
 American Bd of Cardiovascular Perfusion Exam Part 1 (PBSE)
 American Bd of Cardiovascular Perfusion Exam Part II (CAPE)
 Certification Exam. For Entry Level Respiratory Therapy Practitioners (CRTT)
 Council on Certification of Nurse Anesthetists Exam.
 Multi-State Pharmacy Jurisprudence Exam (MPJE)
 National Board Dental Exam. Part I
 National Board Dental Exam. Part II
 National Bd for Dental Hygiene Exam.
 National Council Licensure Exam.- Registered Nurse (BSN)
 National Physical Therapist Licensing Exam. (PT)
 Neonatal Nurse Practitioner Exam.
 North American Pharmacist Licensure Exam. (NAPLEX)
 Nuclear Medicine Technology, ARRT
 Nuclear Medicine Technology Certification Board Exam.
 Occupational Therapy, Registered (OTR)
 Physician Assistant National Certifying Exam.
 PRAXIS Series II: Subject Assessment/Specialty Area Tests
 PRAXIS- Specialty Area (Speech-Language Path.)
 Radiography Exam., ARRT
 Registry Exam. For Advanced Respiratory Therapy Practitioners (RRT) - Clinical Simulation
 Registry Exam. for Advanced Respiratory Therapy Practitioners (RRT) - Written Registry
 South Carolina Board of Law Examination
 Cytotechnology (ASCP)
 State Board Dental Exam-SRTA Exam-
 State Board Dental Exam-CRDTS Exam-New
 Surgical Technologist National Certifying Exam.
 US Medical Licensing Exam. - Step I
 US Medical Licensing Exam. - Step II

Diploma, Certificate, and Associate Degree Programs

Aircraft Maintenance - Airframe
 Aircraft Maintenance - General
 Aircraft Maintenance - Powerplant
 American Bd of Funeral Service Education (ABFSE) National Bd Arts
 American Bd of Funeral Service Education (ABFSE) National Bd Science
 Barbering
 Certified Medical Assistant Exam.
 Certified Occupational Therapy Assistant (COTA)
 Cosmetology Examination
 Diagnostic Medical Sonography (DMS)
 Emergency Medical Technician - NREMT Basic
 Emergency Medical Technician - NREMT Intermediate
 Emergency Medical Technician - NREMT Paramedic
 Massage & Bodywork Licensing Examination (MBLEX)
 Massage Therapy Certifying Examination

Medical Laboratory Technician, ASCP
National Council Licensure Exam.-Practical Nurse (NCLEX)
National Council Licensure Exam. (NCLEX) - Registered Nurse (ADN)
National Health Career Association (Phlebotomy)
National Physical Therapist Assistant Exam (PTA)
Nurse Aid Competency Evaluation Program (NACEP)
Regional Exam for Dental Hygienists CRDTS
Regional Exam for Dental Hygienists NERB
Regional Exam for Dental Hygienists CITA
Registered Health Information Technician (Formerly Accredited Record Technician)
SRTA Regional Exam. for Dental Hygienists
Veterinary Technician National Examination
Veterinary Technician State Exam (Rules and Regulations)