Annual Progress Reports & Graduate Program Review

60×30TX

Texas Higher Education Coordinating Board

Universities and Health-Related Institutions

Summer Seminar

July 18, 2018

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Annual Progress Reports (APR)

- Institution reports annually for the first five years of a new doctoral program using an online reporting system

- Institution provides updates on program performance and commitments over the past year

- Coordinating Board staff review APRs and provide feedback to the institution on the doctoral program's progress using the same online reporting system

Annual Progress Reports (cont.)

Benefits of the APR include:

- ensures that institutions fulfill the commitments they made during the approval process
- institutions can reflect on the new program's progress and make any needed adjustments
- Coordinating Board staff can identify emerging trends and high performing programs

Workflow for APR Submission

- Upon Board approval of a new doctoral program, institutional commitments, including contingencies, and performance targets are entered into the reporting system

- About one year later, the system sends an automated email to the institution providing a template for the report

- Using that email, the Provost sends the template and report codes to the program chair and dean

Workflow for APR Submission (cont.)

- Program chair enters qualitative and quantitative data to the report and forwards it to the dean

- Dean reviews report, forwards it to provost

- Provost may ask the dean or program chair to revise the work

- Upon satisfactory completion, the provost sends the report to the Coordinating Board

- Board staff review the report and craft a response

- The system sends the feedback to the institution

Rules and Resources for APR

- Board Rules Chapter 5, Subchapter C, rule 5.53

- Website
  http://www.thecb.state.tx.us/APR

- APR login page with links to instructions and due dates
  https://www1.thecb.state.tx.us/apps/docprogs/

Graduate Program Review (GPR)

- Developed by Board staff and the Graduate Education Advisory Committee (GEAC)

- Process for cyclical review and improvement of programs for institutions

- Helps address statutory requirements for periodic program review

- All scheduling, submission of reviews, and feedback on reviews occurs through the online GPR application

GPR (cont.)

- All master's, doctoral, and professional programs reviewed once every 10 years

- Each institution designates one GPR point of contact

- Institutions set their own review schedules in consultation with Board staff

- Every review consists of a self-study, external review, and institutional response

GPR Workflow

- Institutional contact sets review schedule

- Institutions conduct self-study and hire external reviewers in accordance with schedule

- Institution completes its response and submits review within six months of schedule deadline

- THECB staff examine review materials and provide feedback

- Institution makes programmatic improvements based on GPR process and prepares for next review cycle

GPR Rules and Resources

- Chapter 5, Subchapter C, Rule 5.5
  Rule 5.52

- Website
  http://www.thecb.state.tx.us/GPR

- Portal to GPR application
  https://www1.thecb.state.tx.us/apps/AAR_Graduate_Program_Review

Contact Information

Annual Progress Reports, Graduate Program Review, or other issues related to graduate programs

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