



The University of Georgia

Program Review and Assessment Committee

MEMO

To: Dr. Nelson Hilton
Chair, Executive Committee of the University Council

From: Sarah Covert, Program Review & Assessment Committee Chair
Theresa Wright, Program Review & Assessment Committee Co-Chair

Date: January 25, 2013

Re: A proposal to revise the membership of the Program Review and Assessment Committee

The duties of the University Council-appointed Program Review and Assessment Committee (PRAC) include oversight of academic program review and the *University of Georgia Program Review Policy*, which defines the membership of this committee. The PRAC recently met and unanimously approved the attached PRAC membership plan, which we are submitting here for consideration by University Council. This plan differs from the current PRAC membership plan in the following ways:

- It includes the Odum School of Ecology and College of Engineering in the membership rotation;
- In order to meet the growing number of units covered under the policy and an increased focus on assessment of student learning outcomes, it increases the committee from 20 to 30 members;
- In order to engage the full range of UGA faculty in academic program review and to increase the pool of potential representatives from schools and colleges, it makes senior faculty in public service, clinical, research, and academic professional lines eligible to serve on PRAC as representatives of their respective schools and colleges; and
- It recalculates the distribution of representatives from each school and college by taking both burden (numbers of review units and degree programs in each school/college) and capacity (number of faculty available to serve) into account.

The attached spreadsheet illustrates how PRAC determined the distribution of committee representatives from each school and college.

In a manner consistent with policy changes to program review, the PRAC Chair and Co-Chair would like to present this proposal to University Council. These changes, if approved, will be reflected in the upcoming request for 2013-2015 PRAC membership.

C: Dr. Jan Hathcote, UGA Registrar, Office of the Registrar, w/attachments

Program Review & Assessment Committee (PRAC) – Proposed Membership Model

January 2013

The Program Review and Assessment Committee will consist of 30 UGA senior faculty selected by the University Council Executive Committee to serve two-year terms running from August 1 through July 31. The composition of the committee should be proportional to the number of degree programs, review units, and senior faculty in each school or college. The following distribution of faculty on the PRAC takes these values into account:

# Faculty on PRAC	School, College, Administrative Division
4	College of Agricultural and Environmental Sciences
10	The Franklin College of Arts and Sciences
3	College of Education
2	Terry College of Business
2	College of Veterinary Medicine
1	College of Family and Consumer Sciences
2 ¹	College of Public Health
	School of Public and International Affairs
	Grady College of Journalism and Mass Communication
1 ²	School of Social Work
	College of Engineering
1 ²	College of Pharmacy
	School of Law
1 ²	Warnell School of Forest Resources
	College of Environment and Design
2	Public Service Faculty
1	Odum School of Ecology
	Affiliate of a Center or Institute (may be from any College or School or fully funded through a Center or Institute)

¹ To be selected in such a way that each PRAC member from the group is from a different School or College and that no School or College will be unrepresented on the PRAC for more than one two-year term.

² To be selected in rotation so that neither School nor College will be unrepresented on the PRAC for more than one two-year term.

All members of the PRAC should be senior faculty (i.e. at the rank of Associate Professor, Professor, Public Service Associate, Senior Public Service Associate, Associate Research Scientist, Senior Research Scientist, Clinical Associate Professor, Clinical Professor, or Senior Academic Professional). At least 15 PRAC members should be on the Graduate Faculty. The members should be appointed in such a way that 15 rotate off each year. No member should be appointed for more than 2 consecutive terms without first rotating off the committee for a 2-year term. The first order of business for each new committee will be to elect a Chair and a Co-chair to serve one-year terms. The Chair should be a returning member of the PRAC; the Co-chair, in general, should be a new member of the PRAC.

Data used to update the PRAC membership plan - January 2013

School or College	Factors Contributing to PRAC Workload (Burden)					Available PRAC Members (Capacity)			Final Proposed Membership	
	Calculated by Degree Programs		Calculated by Review Units		Average % Burden	Proportional Representation on 27-member PRAC* based on Average Burden	Calculated by Tenured Faculty + senior level Research + Service + Clinical Faculty**			Proportional Representation on 27-member PRAC*, giving equal weight to Burden & Capacity***
	#DP	% of Total Burden	# Review Units	% of Total Burden			Total # of Faculty	% of Total	Proportional Representation on 27-member PRAC* based on Capacity	
CAES	53	16.8%	12	10.8%	13.8%	3.7	262	18.7%	5.0	4.4
CED	5	1.6%	2	1.8%	1.7%	0.5	24	1.7%	0.5	0.5
COE	56	17.7%	10	9.0%	13.4%	3.6	145	10.3%	2.8	3.2
Engineering	5	1.6%	1	0.9%	1.2%	0.3	20	1.4%	0.4	0.4
FCS	16	5.1%	7	6.3%	5.7%	1.5	55	3.9%	1.1	1.3
Franklin	106	33.5%	41	36.9%	35.2%	9.5	505	36.0%	9.7	9.6
Grady	8	2.5%	2	1.8%	2.2%	0.6	35	2.5%	0.7	0.6
Law	2	0.6%	2	1.8%	1.2%	0.3	28	2.0%	0.5	0.4
Odum	3	0.9%	1	0.9%	0.9%	0.2	14	1.0%	0.3	0.3
COP	6	1.9%	1	0.9%	1.4%	0.4	37	2.6%	0.7	0.5
CPH	6	1.9%	6	5.4%	3.7%	1.0	26	1.9%	0.5	0.7
SSW	4	1.3%	2	1.8%	1.5%	0.4	17	1.2%	0.3	0.4
SPIA	5	1.6%	4	3.6%	2.6%	0.7	31	2.2%	0.6	0.6
Terry	25	7.9%	11	9.9%	8.9%	2.4	57	4.1%	1.1	1.8
CVM	9	2.8%	8	7.2%	5.0%	1.4	106	7.6%	2.0	1.7
Warnell	7	2.2%	1	0.9%	1.6%	0.4	39	2.8%	0.8	0.6
Totals	316		111				1401			27

*27 out of 30 PRAC members are distributed through schools and colleges in this formula. Three PRAC member positions will be held by Senior Public Service Associates from PSO units (2) and a representative of research Centers and Institutes (1). The total number of PRAC members will be 30.

** Includes Senior Public Service Associate, Public Service Associate, Associate Research Scientist, Senior Research Scientist, Clinical Associate Professor, and Clinical Professor.

***This formula calculates burden as an average of degree programs and units reviewed and calculates capacity as senior academic, public service, research, and clinical faculty.

