



New Program Third-Year Progress Report

Overview: The New Program Progress Report (NPPR) is a snapshot of performance measures and analysis related to a new academic program's operational and educational goals, following a program's first three years of operation. The NPPR complements other program reporting and reviews; its data contribute to the understanding of a program's developmental progress, overall quality, and viability.

Note:

- "Operational goals" refers to enrollment, retention, resources, and financial status
- "Educational goals" refers to implementation of the curriculum and assessment of student learning

Format: Each Progress Report should be organized according to the outline below and address all components as applicable.

Deadline: Reports are due to the Provost's Office by December 1st in the program's fourth year.

Reports will be reviewed by UAAC or GAAC, who will offer observations to the academic unit, dean, and the provost based upon the review. This process is intended to identify actions to strengthen programs as needed.

Section I: Executive Summary

Address the extent to which the program has, to date, fulfilled the operational and educational goal(s) articulated in the approved program proposal. Be sure to address the following:

- Have program enrollment and revenue met the original goals? If not, why not?
- Are students' educational and professional needs being met as planned? Why or why not?

Section II: Summary of Operational Goals and Analysis of Performance

Drawing from the approved program proposal and related budget proforma (if applicable), summarize:

- a. the operational goals of the program pertinent to the current point of program implementation and
- b. the current progress toward achievement of each goal.

Include the following data available to department chairs and deans on the OIR dashboards. Training through OIR is available by request.

- Number of Applications (*by year*)
- Enrollment (*by year*)
- Retention Rates (*program and institution*)
- Graduation/Completion Rates (*Master's and certificate programs only*)
- Faculty Size and Makeup (*e.g., number of full-time, number of part-time, academic home*)
- Location Changes/Additions

Address past/current obstacles (as well as future challenges), internal and external to SLU, as applicable to your analysis. In particular, address whether or not enrollment patterns have met expectations.

Section III: Summary of Educational Goals and Analysis of Performance

Drawing from the approved program proposal, summarize:

- a. implementation of the proposed curriculum and whether or not the proposed curriculum has been implemented with fidelity.
- b. the learning outcomes of the program pertinent to the current point of program implementation. Discuss the methods employed thus far to assess student learning toward achievement of the outcomes and summarize students' current progress toward achievement of each outcome.

Address past/current obstacles (as well as anticipated future challenges), internal and external to SLU, as applicable to your analysis.

Section IV: Summary of Future Planning

Describe any enhancements planned to the curriculum or other program elements (*e.g., marketing, locations, modalities, non-course requirements*) in the coming year.

Describe any longer-term (3-5 years) strategic initiatives in which the program faculty/ leadership are engaged to enhance the reputation, capacity, and overall success of the program.