
Outline of the Interim/Accreditation Mid-Point Evaluation Report

The *Interim and Accreditation Mid-Point Evaluation Report* should conform to the following outline.

This report should be brief and address only the topics listed in the outline. The entire report should not exceed 5 pages. The report is a stand-alone document due with the Academic Unit or Department Annual Report. The AUH and dean assume responsibility for all reports not submitted by a program. Programs will be marked as non-compliant with the university APR Guidelines.

I. Status of Program

a. Enrollment Trends

Discuss enrollment trends since the APR or accreditation. Include majors, minors and service courses, using information from your annual reports. Do not include charts or tables; summarize the enrollment trends (increase, decrease, or holding stable) in paragraph form.

b. Review of Recommendations from the previous APR or Accreditation

Based on the action plan created as part of the previous APR or Accreditation report, evaluate the success of the APR action plan-related objective in the JMU-STAR Tool.

II. Strategic Plan

a. Evaluation of current and future needs

1. What are current issues facing the program?

2. What new issues do you anticipate the program to encounter before the next external review or accreditation?

III. Need for External Review

a. An external review will be held if there are issues of high concern identified by the unit. An interim external review will be the exception, not the rule. After discussion with the dean, state whether: 1) there is a high need for an external review at the interim or 2) there is no need for an external review at this time.

If you have indicated there is a high need, discuss the specific area or areas and provide a justification for each.

IV. Review of Additional Areas (Optional)

a. The Office of the Provost, with input from the supervising vice provost and deans, may select specific areas to address in an external review or full report.