

Suggested Guidelines for the External Program Review Team Report

Introduction

Name of unit reviewed, Review Team makeup, Specific charge from Dean or university-level administrator (if any), Background information

Response to Specific Charge from the Dean

I. Mission and Vision

Please comment on how the unit's mission, vision, goals, and objectives align with the UI Strategic Plan and serve the university, state, region, and nation. Discuss how effectively the unit's self-study addresses its contributions, as well as possible future impact of and demand for the unit.

II. Teaching/Undergraduate Education (as applicable)

Is the unit maintaining an active, vibrant, rigorous curriculum? Are there areas which need attention to enhance the curriculum? Does the unit use effective strategies to support undergraduate success (e.g., multidisciplinary courses, service learning, advising and experiential opportunities)? Does the unit appropriately assess, evaluate and maintain program quality?

III. Contributions to Core and University Service Courses (as applicable)

Does the unit contribute significantly to Core and General Education components of the university? How do the unit's service courses contribute to the university learning outcomes?

IV. Graduate Education and Research (as applicable)

Evaluate the overall quality of the graduate program. Evaluate the curriculum for impact and quality, including changes over the past few years (and student influence on changes). Are research initiatives significant and is the faculty competitive in scholarship and grant activity?

V. Outreach, Extension, and Engagement

Do the unit's outreach activities have significant impact on stakeholders in a way that distinguishes it from comparable programs? How has outreach changed and has it been effectively evaluated?

VI. Enrollment Management—Recruitment and Retention

Are recruitment and retention being managed to assure improvement, addressing needs of at-risk students and inclusion of summer and concurrent course offerings? Does program capacity support increased quality and diversity?

VII. Assessment of Student Learning

Discuss the effectiveness of the unit's assessment plan in leading to program improvement.

VIII. Personnel

Assess the overall quality and productivity of personnel, given the resources provided to them. Does the work climate contribute to program quality and address barriers?

IX. Finances

Are program resources appropriate and adequately diverse? How well is the unit utilizing existing resources to meet the needs of students, faculty, staff and stakeholders?

X. Facilities and Equipment

Are facilities and equipment adequate and safe, and will planned changes meet future program needs and enhance productivity?

XI. Innovation and Distinction

How do the unit's accomplishments differentiate it from peers and allow it to stay current in the field?

XII. Closing the Loop

Discuss the adequacy and thoroughness of the unit's self-study. Address how well the unit is meeting their goals and strategic objectives. Are there areas which need strengthening?

XIII. Recommendations and Commendations

Summarize the successes and challenges of the unit. Please provide any commendations or recommendations you have for the unit.