Agenda Item: Revision to Process and Procedures for Academic Department/Program Review: Additional Sections on Past Performance and Future Goals for the Self-Study Template

Rationale:

In my service as an internal reviewer this year, I have noted the absence of two important aspects of department/program functioning from the current self-study template: 1) reflection on change/improvement since the previous review, and 2) current and future goals/needs. I ask the APC to consider adding language/sections to the self-study template to address these gaps. Suggested revisions include:

1) Reflection Since Last Review

(revise instructions at the beginning of of the template)

“Template Instructions: The department/program is to provide concise, evidence-based narrative assessing the extent to which the department/program realizes each of the statements that follow. When applicable, describe the department/program response to reviewer recommendations from the last review, as well as changes that have been made since the last review. The department/program is encouraged to also provide a brief statement on the appropriate relevance of each statement to the specific department/program under review. Brief comments about the relevance of each statement for the department/program under review are also encouraged.

2) Needs and Goals

Add a new section to template that asks the department/program to discuss its current and long-term needs and goals.

1. Discuss opportunities within the department/program to align with and contribute to College and/or University goals, if resources (faculty positions, new facilities, administrative support, etc.) could be allocated to these opportunities via:

   a. internal reallocation of program resources through consolidation, elimination, and/or reorganization;
   b. additional resources provided through campus reallocation;
   c. new external revenue streams generated by the department/program.

2. Discuss opportunities for greater collaboration, partnerships, or team approaches to providing instruction or services.