



## Academic Program Review External Reviewer and Report Guide

The Budget Office will transfer \$1,500 to the department budget to pay the reviewer. This stipend covers all reviewer expenses and earnings, including travel.

External reviewers are asked to submit a final written report to the College Dean within two (2) to four (4) weeks subsequent to the site visit. Please share the following report format with the reviewer before or during the campus visit. The reviewer may adjust the format as deemed appropriate.

Provide a brief overview of the structure of the review including details about the groups or individuals who were interviewed.

Please analyze the program's curricula and student learning outcome evidence to answer the following questions:

- a. What is your overall assessment of the quality of graduates produced by the programs in the department? On what evidence is this based?
- b. Do the department's learning outcomes reflect the current state of the discipline?
- c. Is the evidence of learning sufficient to address the degree to which students are achieving the learning outcomes?
- d. Is the curriculum current and in alignment with other similar programs in the country? Do you have specific recommendations regarding the curriculum?

This review process is intended to be forward looking in its orientation and thus your feedback on the department's strategic plan, especially the five-year goals and achievement tasks, is of particular interest.

- a. Are the goals achievable within the available resources?
- b. Are the tasks well aligned to meet the goals?
- c. If there are goals that would require additional tasks, please comment on the value they represent to the university.