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**Academic Program Review Template**

*This template is designed to insure that program reviews are complete and useful. The bullet-pointed questions are to guide the review. Skip questions that are not relevant to your program or add relevant questions to those listed below. If you feel your program would be better served through a different review format (particularly if you have other review processes that your department must follow), please discuss this with the Dean or Associate Dean of the College.*

1. **Context**

Discuss the broader context as it impacts your academic program. Summaries or bullet points are acceptable. Provide citations where appropriate.

1. **Higher Education Trends**

There are several sources for current trends in higher education, including: <http://www.thelawlorgroup.com/trends2014>. Questions that might be relevant to your department:

* *Do trends in higher education affect your department? If so, how?*
* *Are there other cultural trends that affect you? What are they and how do they affect you?*

1. **Disciplinary Trends**

Disciplines have characteristics that affect our emphasis in both pedagogy and scholarship. Typically, your discipline will have a professional organization that identifies these issues. Questions that might be relevant to your department:

* *What are the key trends in your discipline today? How do they affect your department?*
* *Are there national enrollment trends in your discipline that may affect your planning?*
* *What vocations do your graduates pursue immediately after graduation and later? How does this shape your curriculum and advising?*

1. **University of Dubuque Trends**

Being at UD shapes departments in ways that a department at another university would not be shaped. This may be a result of the current strategic plan, enrollment trends, or actions by other departments. Questions that might be relevant to your department:

* *How does the college’s strategic plan impact your department’s plan?*
* *How do enrollment trends and/or the priorities of other areas at UD affect your department?*

1. **Departmental Trends**

Departments often have unique features that shape them in important ways. Among these are the department’s history, their physical location on campus, and the particular gifts and training of their faculty members.

* *How has your department changed over the last few years?*
* *What unique features contribute to shaping your department?*

1. **Summary of Contextual Factors**

Summarize what you want readers to take away from the previous analysis of your program’s context. Bullet points are acceptable.

1. **Mission**

Discuss your program’s mission in light of the following areas.

1. **Mission of the University of Dubuque**

* *How does your program mission connect to the University’s mission?*
* *Does your program contribute to particular aspects of the University’s mission?*

1. **Expectations of the Discipline**

* *How does your mission align with the broader discipline?*
* *What is distinctive about your mission within the discipline?*

1. **Needs of the Broader Campus**

* *Do you serve or seek to serve other majors or areas on campus?*
* *Do you contribute coursework that meets core or general education requirements?*

1. **Educational Program**

Evaluate the effectiveness of your Student Learning Outcomes and curriculum, using the last five years as the primary evidence.

1. **Student Learning Outcomes**

* *Do the SLOs address expected areas within the discipline? Do they address University of Dubuque priorities (such as character and vocation)?*
* *Do the SLOs reflect best practice in terms of defining and measuring outcomes?*

1. **Assessment**

* *Are students achieving the outcomes you have set? Which ones? Are they too easy or difficult for students to achieve?*
* *Do the measures used to assess learning provide triangulated (e.g., external/internal, formative/summative, qualitative/quantitative) data?*
* *What are the trends in outcomes achievement over the last five years? Include a table similar to the following:*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Current Year  Achievement | Current Year- 1  Achievement | Current Year- 2  Achievement | Current Year- 3  Achievement | Current Year- 4  Achievement |
| SLO #1 |  |  |  |  |  |
| SLO #2 |  |  |  |  |  |

1. **Curriculum**

* *Does the curriculum adequately address all of the SLOs? If not, what is over or under emphasized?*
* *How are contextual factors (identified in part 1) addressed within the curriculum? What should be dropped or added?*
* *What courses have been offered each semester over the last five years? What are the enrollment trends?*

1. **Summative Data**

Provide a table that summarizes the following data for the last five years. The Office of institutional Research can help you access this data.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Current Year | Current Year- 1 | Current Year- 2 | Current Year- 3 | Current Year- 4 |
| # of Majors |  |  |  |  |  |
| # of Minors |  |  |  |  |  |
| % of majors of color |  |  |  |  |  |
| Total sch generated |  |  |  |  |  |
| Ave. class size-100 level |  |  |  |  |  |
| Ave. class size overall |  |  |  |  |  |
| # of FT Faculty |  |  |  |  |  |
| FT Faculty FTE |  |  |  |  |  |
| # of PT Faculty |  |  |  |  |  |
| PT Faculty FTE |  |  |  |  |  |
| % of courses taught by FT |  |  |  |  |  |

1. **Faculty and Staff**
2. **Full-Time Faculty**

Describe the characteristics of the full-time faculty.

- Academic preparation (level of education and areas of specialization)

- Scholarship interests and achievements

- Other contributions (e.g., University leadership)

* *What are the areas of overall departmental strength in terms of full-time faculty?*
* *What are the areas of overall departmental weakness in terms of full-time faculty?*

1. **Part-Time**

Describe the characteristics of the part-time faculty.

- Academic preparation (level of education and areas of specialization)

- Scholarship interests and achievements

- Other contributions (e.g., University leadership)

* *What are the areas of overall departmental strength in terms of part-time faculty?*
* *What are the areas of overall departmental weakness in terms of part-time faculty?*

1. **Staff**

Describe the role of departmental staff (if any).

1. **Facilities and Equipment**

Describe any facility and equipment that is unique to your academic program. See the Dean or Associate Dean of the College for guidance on how to proceed in this section.

1. **Analysis of the Present and Future**
2. **Analysis of the Present**

* *What does your assessment data tell you about your strengths and weaknesses?*
* *What do external benchmarks tell you about your strengths and weaknesses?*
* *What are your greatest challenges at present?*

1. **Analysis of the Future**

* *What trends will impact your program in the future?*
* *What will be your greatest challenges in the future?*
* *What opportunities do you see moving forward?*

1. **Action Steps**

Summarize any actions steps you have identified through this process. Use the format of your program review to organize them:

Mission

Educational Program

Faculty and Staff

Facilities and Equipment