



External Review Summary Sheet* for Program Review

Degree/Major: _____ Date of Review: _____
 Reviewer: _____ Institution: _____
 Reviewer: _____ Institution: _____

Instructions: Please complete this summary sheet at the end of your site visit and email it to Joe Slowensky, slowensky@chapman.edu, prior to departing Chapman University. This will assist you with identifying key areas (strengths and improvements needed) to address in your final report.

Please rate the following program review criteria using the following:

E = Exemplary **S=Satisfactory** **N=Needs Improvement** **U=Unclear**

1. PROGRAM DESCRIPTION, CHALLENGES AND OPPORTUNITIES		Evaluation (E,S,N,U)
1.1	The program's self study honestly reflects the program's strengths and weaknesses.	
1.2	The program makes use of assessment results, institutional research data, and other data or evidence obtained from student/alumni/employer surveys as the basis for its proposed improvements and goals.	
1.3	Self study identifies goals and proposes changes which are appropriate to the latest developments in the discipline and responsive to the program's most important needs.	
1.4	The program has demonstrated a commitment to improving diversity and creating an inclusive learning environment.	
1.5	The program's website and marketing materials are accurate; they reflect the current state of the discipline and a learning environment that is intellectually challenging and inclusive.	
1.6	What are the major strengths and weaknesses of the program?	
1.7	Has the program made significant progress towards achieving national recognition during the period under review? Do you agree with their strategies for increasing national recognition? Within existing resources, are there other ways in which this program could achieve national recognition?	

*Adapted from John F. Kennedy University Program Review Templates & Tools

1.8	<p>Chapman University's strategic plan has identified the themes listed below. How are these reflected in the program's curriculum and briefly list evidence you've seen.</p> <p style="padding-left: 40px;">Global Citizenship / Internationalization</p> <p style="padding-left: 40px;">Faculty/Student Research</p> <p style="padding-left: 40px;">Interdisciplinarity</p> <p>Are there opportunities to support these themes which the program appears to be missing? Please suggest:</p>
1.9	<p>What are the top three goals you would suggest that the program set for the next five years?</p>
2. EDUCATIONAL EFFECTIVENESS AND CURRICULUM	
2.1	<p>The PROGRAM LEARNING OUTCOMES (PLOs) reflect the most important skills, knowledge, and values of the discipline/profession.</p>
2.2	<p>The criteria and standards of achievement for the PLOs adequately match disciplinary/professional standards.</p>
2.3	<p>The curriculum <i>content</i> is appropriate to the level and purpose of the program and reflective of current debates, trends, technologies, and latest important developments in the discipline.</p>
2.4	<p>Curriculum Map: The <i>design</i> of the curriculum supports student achievement of the program learning outcomes, offering the required depth and breadth of study, flow and sequencing of courses with coherence, and ample culminating opportunities for students to demonstrate achievement of PLOs.</p>
2.5	<p>Course Syllabi: Outline course learning outcomes that are appropriate to the level of the course and degree awarded.</p>
2.6	<p>The standards of evidence or indicators the program uses to compare its performance to its competitors or other like programs are valid and indicative of high professional standards.</p>

**Evaluation
(E,S,N,U)**

2.7	The program curriculum demonstrates a commitment to diversity that is reflected in syllabi, course and program learning outcomes and in pedagogical approaches.	
2.8	Based on your review of student work samples, the educational effectiveness evaluation plan, and annual learning outcomes assessment reports; the program regularly and effectively uses assessment findings to improve student learning.	
2.9	Do you recommend any changes to enhance student achievement or program assessment of the PLOs? If so, please explain and advise.	
2.10	Do you recommend any changes to enhance the curriculum (content, currency, design, relevance, course availability, etc.)? If so, please explain and advise.	
3. STUDENTS AND LEARNING ENVIRONMENT		Evaluation (E,S,N,U)
3.1	Students are satisfied with the overall quality of their learning experience and feel adequately supported through the curriculum to graduation.	
3.2	Students are aware of program requirements and PLOs.	
3.3	Retention and graduation rates are consistent with disciplinary standards. The program proposes effective strategies to improve in these areas as appropriate.	
3.4	Retention and graduation rates for underrepresented students, Pell Grant recipients, women and first generation students are comparable to those of the overall program. The program proposes effective strategies to improve in these areas as appropriate.	
3.5	Class size levels ensure productive learning.	
3.6	The program provides adequate opportunities for internships, practica, professional development, and/or field experiences, as appropriate.	
3.7	Students feel that support services, staff and administration are adequate and supportive.	
3.8	Admission Trends: number of inquiries, applications, deposits, and enrollment indicate program health and increasing student selectivity.	
3.9	Students receive the kind of advising they need from faculty to improve their chance for success.	
3.10	Students are provided with sufficient experiences with the equipment and technologies that will prepare them for success after graduation.	

3.11	Students feel that the learning environment in the program is inclusive and that diversity is valued.	
3.12	Do you recommend any changes to improve student experiences and the learning environment? If so, please explain and advise.	
4. FACULTY: FULLTIME AND ADJUNCT		Evaluation (E,S,N,U)
4.1	Faculty competencies/credentials are appropriate for the discipline and degree.	
4.2	Faculty specialties correspond to program needs and to the concentrations in which they teach.	
4.3	The system for evaluating teaching practices facilitates continuous improvement of teaching and learning throughout the program and encourages pedagogy that fosters curricular diversity and inclusive learning environments.	
4.4	Fulltime faculty are adequately supported and engaged in ongoing professional development necessary for staying current in their field and continuously updating their courses/curriculum.	
4.5	Tenure and Promotion: Guidelines are updated regularly and establish a high standard for tenure and promotion.	
4.6	Do you recommend faculty changes (qualifications, expertise, teaching practices, professional development, etc.) to enhance program quality and student learning? If so, please explain and advise.	
5. PROGRAM ADMINISTRATION AND SUPPORT		Evaluation (E,S,N,U)
5.1	The administrative staff and student support resources are adequate in meeting student and faculty needs.	
5.2	Overall organizational structure and program administration is well organized, efficient and effective.	
5.3	Do you recommend any changes to strengthen the program's current structure, administration, staff, student support services, and resources (including possible reallocation)?	