Program Review Summary Template
3.7 Academic Program Review
Program Title:

Based on the thorough internal or external program review addressing all criteria in policy, a comprehensive report should be possible within ten or fewer pages. This program review template is provided to assist institutions in compiling the program review information, which is to be presented to the institutional governing board prior to submission to the State Regents. Executive Summaries should be possible within two pages using the provided template (Program Review Executive Summary Template).

Description of the program's connection to the institutional mission and goals:

3.7.5 Process (Internal/External Review):
Previous Reviews and Actions from those reviews:

Analysis and Assessment (including quantitative and qualitative measures) noting key findings from internal or external reviews and including developments since the last review:

A. **Centrality of the Program to the Institution's Mission**: *(Institution's response/rationale should follow each criteria of this policy; (Size of box provided is NOT an indicator of the length of response expected; please include as much information as needed to thoroughly address each standard.)*

B. **Vitality of the Program:**
   B.1.　Program Objectives and Goals:

   B.2.　Quality Indicators (including Higher Learning Commission issues):

   B.3.　Minimum Productivity Indicators:

Time Frame (e.g.: 5 year span)	Head Count	Graduates

B.4. Other Quantitative Measures:

    b.4.a. Number of courses taught exclusively for the major program for each of the last five years and the size of classes:
List or attach list of courses

    b.4.b. Student credit hours by level generated in all major courses that make up the degree program for five years:

    b.4.c. Direct instructional costs for the program for the review period:

    b.4.d. The number of credits and credit hours generated in the program that support the general education component and other major programs including certificates:

    b.4.e. A roster of faculty members, faculty credentials and faculty credential institution(s). Also include the number of full time equivalent faculty in the specialized courses within the curriculum:

Faculty	Credential	Institution that granted degree

Add more rows if needed

    b.4.f. If available, information about employment or advanced studies of graduates of the program over the past five years:

    b.4.g. If available, information about the success of students from this program who have transferred to another institution:

B.5. Duplication and Demand:

In cases where program titles imply duplication, programs should be carefully compared to determine the extent of the duplication and the extent to which that duplication is unnecessary. An assessment of the demand for a program takes into account the aspirations and expectations of students, faculty, administration, and the various publics served by the program. Demand reflects the desire of people for what the program has to offer and the needs of individuals and society to be served by the program.

Address Duplication:

Address Demand:

b.5.a. Detail demand from students, taking into account the profiles of applicants, enrollment, completion data, and occupational data:

b.5.b. Detail demand for students produced by the program, taking into account employer demands, demands for skills of graduates, and job placement data:

b.5.c. Detail demand for services or intellectual property of the program, including demands in the form of grants, contracts, or consulting:

b.5.d. Detail indirect demands in the form of faculty and student contributions to the cultural life and well-being of the community:

b.5.e. The process of program review should address meeting demands for the program through alternative forms of delivery. Detail how the program has met these demands:

B.6. Effective Use of Resources:

Resources include financial support, (state funds, grants and contracts, private funds, student financial aid); library collections; facilities including laboratory and computer equipment; support services, appropriate use of technology in the instructional design and delivery processes, and the human resources of faculty and staff.

Institutional Program Recommendations: (describe detailed recommendations for the program as a result of this thorough review and how these recommendations will be implemented, as well as the timeline for key elements)

Recommendations	Implementation Plan	Target Date

Summary of Recommendations:

	Department	School/College	Institutional
Possible Recommendations:			
Expand program (# of students)			
Maintain program at current level			
Reduce program in size or scope			
Reorganize program*			
Suspend program*			
Delete program*			

Requires a Request for Degree Program Modification and governing board approval.

Department/
Program Head_____   Date_____
            (Signature)

Dean_____   Date_____
            (Signature)