While all the information here must be provided, you may furnish it in a format that makes sense for your program. The program’s current assessment plan must be attached to the self-study report as Appendix I. The program data sheet will be provided by the Vice Chancellor’s office. All documents must be submitted in electronic form (MSWORD).

I. Program Mission, Goals and Context

A. What is the mission of the program? How does the program mission support university/college missions and strategic plans?
B. What are the goals and objectives of the program? Have any of the goals/objectives changed since the last review? If so, briefly explain.
C. What relation does the program have with other academic programs in the UW System?

II. Assessment of Educational Goals and Objectives

Attach the current assessment plan for the program as Appendix I. This must include:

- mission statement
- program goals and objectives with measurable student learning outcomes
- assessment tools and how they are related to the student learning outcomes (preferably in matrix form), and how these tools are used (form and frequency) to determine whether or not program goals are being met
- how the outcome of this assessment is being used to improve the program

A. Have there been any significant changes in the assessment plan since the last review? If so, briefly describe the changes.
B. Provide evidence that the assessment plan is being implemented on a continuous basis and outcomes of the assessment are being used for program improvement.

III. Previous summary of APC review and documentation of action taken to rectify deficiencies—if recommendation was made at the time of the last review—must be provided. If the program chair does not have a copy of the last program review, he/she should contact the Vice Chancellor’s office to obtain one.
IV. Faculty (Do not attach individual faculty vitae.)

A. Summarize the activities in which faculty members have participated to improve teaching effectiveness and professional competence since the last review.
B. Summarize the professional activities of faculty members since the last review. (Including publications, presentations, consulting, shows, concerts, etc.)
C. List the honors and awards faculty members have received since the last review.
D. Summarize significant service to the university/college/program and community by faculty since the last review.

V. Students

A. Review and analyze the enrollment data that is provided pertaining to program enrollment and graduates. Discuss any enrollment trends and possible implications on the program.
B. Attach requirements for graduation in the major (courses, credits, GPA, writing requirements, etc.) Discuss how these requirements relate to the students learning outcomes.
C. Describe activities provided for students outside of coursework (clubs, organizations, events, service learning and community engagement).

VI. Program Evaluation

A. Are the program needs adequately covered by the present faculty/staff and support personnel? Briefly discuss.
B. Discuss the physical facilities, capital, equipment, library resources, and supplies that sustain the program.
C. Discuss whether the current operating budget is adequate to assure program quality.
D. What are the principal strengths of the program?
E. Describe any serious problems that the program faces and provide recommendations for resolving them.

VII. Future Plans

A. Indicate any plans/trends that may affect the program in the future.
B. Discuss the impact of these plans/trends on curriculum, personnel needs, budget and facilities.
VIII. Summary (to be done by APC)

A. Summarize the program’s overall effectiveness with respect to its goals or objectives. Indicate any observed obstacles to the fulfillment of these goals or objectives and the measures taken to overcome those obstacles. Describe any anticipated contributions of the program to the teaching, research, or outreach mission of other programs at your institution or the university as a whole.

B. Identify the program’s strengths and areas for growth/improvement.

C. Recommend action that the program be a) expanded or augmented with additional resources, b) continued in its present form and at its current resource level, c) changed in form or direction, d) strengthened and reviewed earlier than the regular review cycle, e) consolidated with other programs, or f) phased out.

FACULTY AND TEACHING ACADEMIC STAFF QUESTIONNAIRE

1. Did the Self-Study correctly represent the state of the program as you see it? If not, why not?
2. Identify your appointment as faculty or teaching academic staff.
3. Other comments