RecommendationsFaculty Senate

10-29-2007

SR-07-08-(06) 37 APC

Marshall University

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ACADEMIC PLANNING COMMITTEE
RECOMMENDATION

SR-07-08-(06) 37 APC

Recommends approval of the attached revisions to committee forms for program review, specifically the committee recommendation form and the evaluator's check sheet, to clarify language and reflect current practice. New language is indicated in **bold italic** and deletions are indicated with ~~strikethrough~~.

RATIONALE:

The Academic Planning Committee, which evaluates undergraduate program reviews, and the Graduate Committee, which evaluates graduate program reviews, have reached consensus on consistent language in forms used for evaluation of program reviews as well as committee recommendations to the Faculty Senate.

FACULTY SENATE CHAIR:

APPROVED BY THE
FACULTY SENATE: _Larry Stickler_ DATE: _10/29/2007_

DISAPPROVED BY THE
FACULTY SENATE:_____ DATE:_____

UNIVERSITY PRESIDENT:

APPROVED:_____ DATE: _11-02-07_

DISAPPROVED:_____ DATE:_____

COMMENTS:_____
_____
_____
_____

Program Review (~~DRAFT 4-12-2007~~ Revised October 15, 2007)

Committee** Recommendation

Program	
Reviewers	
Date	

I. Committee's Recommendation: (Please check one.)

_____ Continuation of program at the **current level of activity.**

_____ Continuation of program with **corrective action**: **Progress report due by November 1 next academic year.** (*Program deficiencies that need to be corrected and issues addressed should be outlined: See Section III*)

_____ *Continuation of the program with* ~~I~~identification of the program for **resource development: Progress report due by November 1 next academic year.** (*Program issues to be addressed should be outlined*)

_____ Continuation of the program at the current level of activity, with the designation as a **program of excellence.***

_____ Discontinuation of the program

Note:
Corrective Action will apply to programs that have deficiencies that the program itself can address and correct.
Resource Development will apply to already viable programs that require additional resources from the Administration to help achieve their full potential. This designation is considered an investment in a viable program as opposed to addressing issues of a weak program.

*All such designations must ~~include~~ *have met* the special ~~documentation~~ *guidelines* required to ~~document~~ *qualify for consideration as* a program of excellence (see criteria).

II. Committee Follow-Up Action Recommended **for Program Review**

_____ *NO* **additional committee review required:** Department/Division considers "recommendations" and makes ~~minor~~ appropriate corrections; Dean submits electronic copy of the *corrected* **Self-Study report** to the Office of ~~Academic Affairs (OAA)~~ *Assessment and Program Review (OAPR)*.

_____ **A SECOND committee review required** Return to Department/Division for ~~significant~~ *mandatory* corrections; resubmit to committee evaluators for second review; if the

committee is satisfied with corrections to report, the Dean submits the *corrected (committee approved)* **Self-Study report** to the Office of ~~Academic Affairs~~ *Assessment and Program Review.*

If the Committee is NOT satisfied with the changes made to the report, the committee will not recommend approval and refer the program to the ~~OAA~~ *OAPR* for consultation regarding further action.

III. If Continuation of Program with _Corrective Action_ Recommendation

Program deficiencies that need to be corrected and issues to be addressed are **as follows:**

1. .

2. .

3. .

The Dean *should* ~~submitted~~ a report outlining how the program deficiencies have been *or are being* corrected and issues addressed to this Committee by NOVEMBER 1 ~~2002~~.

If the Committee is NOT satisfied with the program report, the committee will not recommend approval and refer the program to the ~~OAA~~ *OAPR* for consultation on further action.

"Committee" = "Graduate Council" for graduate programs and degrees

Program Review

Evaluator's Check Sheet

Program Evaluated	
Name of Evaluator	
Date	

I. Program Review Issues: (Please indicate specific concerns about the *content of the* program review document and indicate R for recommended or M for mandatory changes.)

R or M	Comments (Be specific)

II. Editing/Style Changes: (Please be specific about the changes, including page numbers for each change. Also, please indicate *R* for recommended/*M* for mandatory.)

Page No.	R or M	Comments (Be specific)

III. Evaluator's Recommendation: (Please check one.)

_____ Continuation of program at the **current level of activity.**

_____ Continuation of program with **corrective action**: **Progress report due by November 1 next academic year.** (*Program deficiencies that need to be corrected and issues addressed should be outlined*)

_____ *Continuation of the program with* ~~I~~identification of the program for **resource development**: **Progress report due by November 1 next academic year.**
(Program issues to be addressed should be outlined)

_____ Continuation of the program at the current level of activity, with the designation as a **program of excellence.***

_____ Discontinuation of the program

Note:
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*All such designations must ~~include~~ *have met* the ~~special documentation~~ *guidelines* required to ~~document~~ *qualify for consideration as* a program of excellence (see criteria).

Program Review – Evaluator's Check Sheet continued
Program Evaluated:
Additional Comments

Adopted, Academic Planning Committee, 4/23/03; Amended, 11/21/03; 03/07/06; 10/15/07