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**External Reviewers’ Worksheet for Program Review**

**Program:**

**Department:**

**Reviewer Name:**

**Date of Visit:**

Please use this worksheet as a helpful guide during your visit. Your notes will help inform your team in writing the External Review Report.

**Section 1 The Curriculum**

**1.1 Is the program mission clear and appropriate?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement [ ]  No Evidence

*Comments:*

*Recommendations:*

**1.2 Are the student learning outcomes clear and appropriate?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement [ ]  No Evidence

*Comments:*

*Recommendations:*

**1.3 Is the program design consistent with the program mission?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement [ ]  No Evidence

*Comments:*

*Recommendations:*

**1.4 Does the program design indicate sufficient depth and breadth?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement [ ]  No Evidence

*Comments:*

*Recommendations:*

**1.5 Are the degree requirements clearly defined and clearly communicated to students?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement [ ]  No Evidence

*Comments:*

*Recommendations*:

**1.6 Is there evidence that student learning outcomes are appropriately addressed in the curriculum?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement [ ]  No Evidence

*Comments:*

*Recommendations:*

**1.7 Is there evidence that student learning outcomes are assessed and the results used for program improvement?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement [ ]  No Evidence

*Comments:*

*Recommendations:*

**1.8 Is student survey data a meaningful part of program assessment?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement [ ]  No Evidence

*Comments:*

*Recommendations:*

**1.9 Is there evidence that program assessment has and will result in program improvement?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement [ ]  No Evidence

*Comments:*

*Recommendations:*

**Section 2 The Faculty**

**2.1 Is the program appropriately staffed?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**2.2 Are faculty credentials, i.e. level of training and experience, appropriate?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**2.3 Are faculty workloads reasonable and consistent with a quality program?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**2.4 Are faculty evaluation procedures clearly defined, appropriate, and linked to improvement of instruction?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**Section 3 The Students**

**3.1 Are the program admission requirements appropriate for student success?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**3.2 Does the program enrollment history indicate sufficient program viability?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**3.3 Are appropriate remedial and tutorial support services available for students?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**3.4 Are students successful in this program as evidenced by transfer data, graduation rates, time-to-degree data, etc?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**3.5 Do students have a sense of rapport with the program faculty?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**3.6 Are students satisfied with the program?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations*:

**Section 4 Support for the Program**

**4.1 Are the library holdings and services appropriate for the program?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**4.2 Is the budget for the program appropriate?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**4.3 Are the quantity, type, and condition of lecture, laboratory and/or professional equipment appropriate for this program?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations*:

**4.4 Is computer access appropriate for students in this program?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**4.5 Does the college administration adequately support this program?**

[ ] Strong [ ]  Adequate [ ] Needs Improvement

*Comments:*

*Recommendations:*

**Section 5 Analysis and Recommendations**

Please identify up to five areas of greatest program strength:

Please identify up to five areas of greatest challenge for the program:

Please provide specific recommendations and suggestions for the program: