

Academic Program(s) Review SELF-STUDY

In responding to the following items, please review all information and data for each degree program participating in the self-study. Please use the SWOT (Strengths, Weaknesses, Opportunities, and Threats) technique to describe each **Core Item**.

GENERAL INFORMATION

Unit

- College and/or Department, Program Name, Degree, Major Code
- Name of Program Coordinator, Department Head and/or Dean
- History of Program - (1) Date when degree was first offered;
(2) Date when first degree was awarded (provide any information you feel is valuable to this report)

Faculty (include Roster)

- Degree/Credentials/Tenured Status
- Graduate Faculty Status
- Research
- Activities (Publication and Grants)
- Teaching
- Service
- Professional Development
- Tenure Policy, Practices & Procedures (as described in the Faculty Handbook/unit requirements if used)
- Faculty Information in aggregate (Use Data Reporting Form A)

Staff

- Provide number and position description

Enrollment Management

Use Data Reporting Form B for all the following

- Recruiting Practices – describe and use data
- Retention/Persistence Strategies – describe and use data
- Enrollment and Graduation Trends and Projections – describe and use data

Program Curriculum

- Relationship to existing institutional mission
- Degree plan as presented in associated University Catalog
- Provide rationale for required courses
- Provide rationale for sequence of courses
- Indicate particular areas where the program may be unique, exceptionally strong, or weak compared to other programs of its kind
- Discuss of assessment program – How do you assess the quality of your program?

Degree Program Expected Learning Outcomes (if both graduate and undergraduate programs are being reviewed, please differentiate between degrees)

Courses and Descriptions

Include course number, course name, course description, mode of delivery, semesters offered, and last semester offered

EXAMPLE:

Course Number	Course Name	Course Description	Modes and Locations of Delivery	Semesters Offered	Last Semester Offered
COMP 1020	Introduction to Computer Applications	See Catalog	Internet Natchitoches Leesville	FA, SP, SU	Fall 2004

SCH Production by Unit (Use Form C)

- By faculty rank
- By student-faculty ratio
- By traditional delivery method
- By distance learning delivery

Overview

Findings and commendations of last review (please include date of review)

Core Items

Use SWOT Analysis (Forms Included) for the following:

1. Students
 - a) Demographics and Comparisons (Use Data Reporting Form D)
 - b) Advising Practices
 - c) Assessment System – In what ways do you assess student performance? (Request Assessment results from the University Planning and Assessment office)
 - d) Academic Support for students needing remediation
 - e) Financial Support/Scholarships
 - f) Student Contributions/Awards/Achievements
 - g) Satisfaction with Program – may use data from Student Evaluation of Course & Instructor, National Survey of Student Engagement (NSSE), and Graduating Senior Survey (GSS) - Request from the University Planning and Assessment Office

2. Student Occupations/Opportunities
 - a) Graduating Student Survey (GSS) - Request from the University Planning and Assessment Office
 - b) Alumni Information/Survey
 - c) Job Placement/Counseling
 - d) Internships/Special Projects
 - e) Further study and subsequent degrees (Data Reporting Form E)
 - f) Employer Survey
 - g) Workforce Information (demands, competition)

3. Resources
 - a) Equipment
 - b) Facilities
 - c) Library Holdings
 - d) Student Support Services (Writing Lab, Math Lab, Tutoring, etc.)
 - e) Student Organizations

4. Collaborations/Relationships
 - a) Internal Academic Units
 - b) Internal Non-Academic Units
 - c) External to the University – include community service
 - d) Administrative Support

5. Financial Information
 - a) University funded support
 - b) Salary Costs (Data Reporting Form F)
 - c) Operating Expenses (Data Reporting Form F)
 - d) Capital Expenses (Data Reporting Form F)
 - e) Endowed Chairs
 - f) Endowed professorships
 - g) External Grants
 - h) Other External Funds
 - i) Professional Development Expense

Future Plans

How will future plans align with strategic plan for the Unit?

1. New Programs
2. Deleted or Changed Programs
3. New Courses
4. Deleted or Changed Courses
5. Staff & Faculty Changes
6. Other Proposed Changes – include resources, equipment, facilities, etc.