**Purdue University Northwest Academic Program Review Self-Study Template**

**Program Description: Department/Program (2,000 words)**

Elements to include:

* Mission statement
* Brief program history
* Description of concentrations
* Relationship with other academic units
* Strategic plan/goals for next five years
* Progress toward goals developed as a result of last program review (future)

**Program Curriculum Review: Department/Program (1,000 words)**

Elements to include (*for each concentration*):

* Provide evidence that your undergraduate and graduate curricula are current. Use benchmarks such as
	+ peer institutions
	+ national disciplinary standards
* Briefly describe plans for program/curriculum development and how they tie to your strategic plan
* Describe resources needed to accomplish your planned development

**Student Academic Achievement/Program Quality: Department/Program—From Assessment Platform (E.G., Taskstream, Digital Measures)**

* Brief narrative describing learning outcomes and assessment measures used (future: and results obtained since last APR)
* Assessment reports for graduate and undergraduate programs
* Your current Student Learning Outcome Improvement Plan
* Describe your methods of determining teaching effectiveness

**Faculty Achievement (One Template Per Full-Time Faculty Member): Program/Faculty**

Elements to include (see Faculty Credentials template)

* Name
* Rank
* Educational/Professional preparation
* Areas of expertise and experience
* Teaching experience
* Appointments
* Honors, awards, certificates, licenses
* Scholarly work/Products/Grants/Patents (at least the last three years)
* Professional development (at least last three years)
* Relevant Engagement/Synergistic activities (at least last three years)

**Empirical Performance Measures (*For Each Concentration*) (Responsible Party to Provide Data)**

* STANDARDIZED DATA SETS (Institutional Review)
* Enrollment Measures (see p. 15 of guide for sample), such as:
	+ Number of majors/minors
	+ Service courses
	+ Billing hours generated
* Effectiveness Measures (see p. 16 of guide), such as:
	+ Time to degree
	+ Number of degrees awarded
* Efficiency Measures (see p. 16 of guide), such as:
	+ Number of faculty
	+ Courses taught
* Competitive Advantage Measures (see pp. 17-19 of guide)
	+ Regional competitors
	+ Student demand
	+ Environmental scan
	+ Labor department statistics
* Quality Measures (Department)
* Accreditations
* Honors
* Awards

**Assessment of Empirical Performance Measures: Department (1000 Words)**

Overall, what do these quantitative performance measures reveal about the strengths, weaknesses, opportunities, and challenges of the program, its students, and its performance? Evaluate how these performance measures are used.

**Summary Overall Evaluation, Future Plans: Department (500 Words)**

**Guidelines for Presentations**

Presentations will be scheduled for a 30-minute time slot. Presentations should be 20 minutes in length, allowing an additional 10 minutes for questions from the Reviewers. Programs **must** leave the last 10 minutes for Review Committee questions, so it is recommended to practice the timing.

The presentation will be based on a PowerPoint presentation. Programs must provide the PowerPoint and eleven (11) printed copies of the slides to the Review Committee Chair no later than the Close of Business on the day prior to the presentation. The Academic Program Review Committee will be evaluating the presentation as one component of the overall academic program review.

This is the structure to present additional information about the program and share details of successes. ***Be sure to incorporate findings from the data throughout the presentation***. Presentations must address the following eight areas:

1. Introduction to the Program (*including concentrations*)
2. Discuss the need that this program serves within the University and the community.
3. Who is this program ideally suited for (both students and employers)?
4. How does this program prepare students for employment or advanced education?
5. What related programs exist at PNW and how does this program fit? What related programs are there in the region/state and how does this program fit?
6. What are the program’s strengths? How will strengths be optimized?
7. What are the program’s challenges? How will those be addressed?
8. What are your plans to meet the needs of students and the community in the future?