

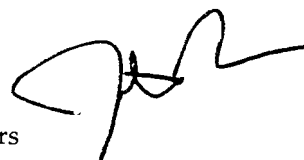
March 23, 2012

**MEMORANDUM**

**TO:** Susan Ford  
Acting Chair, Graduate Council

**FROM:** John W. Nicklow  
Provost and Vice Chancellor for Academic Affairs

**SUBJECT:** Re: Program Review Overview/Guidelines



Enclosed is a revised version Program Review Overview/Guidelines, which the Associate Provost for Academic Programs has re-worked with the assistance of representatives from Faculty Senate, Graduate Council, Deans Council, and the Office of the Vice Chancellor for Research/Graduate Dean. This task force has undertaken this revision in line with the Program Change Review Committee Report, which has necessitated some changes in the eight-year IBHE-mandated review process.

For your information, the main changes in the present document include:

1. Annual dashboards of metrics and analysis, including Academic Analytics and assessment data;
2. Mid-cycle strategic and assessment planning;
3. One team of internal reviewers (1, plus 1 from Grad Council) and external reviewers (2), writing a single report;
4. Review follow-up by the Associate Provost for Academic Programs; and
5. Electronic documentation and efforts to reduce paperwork and duplicative reporting, as much as possible.

I would appreciate the Graduate Council's approval of this document.

Enc

JWN/ro

Cc: Rita Cheng, Chancellor  
Jim Allen, Associate Provost for Academic Programs