

EXTERNAL REVIEW TEAM REPORT

Program Review

Program Name:

Review Period:

Date(s) of External Review:

Program Division/Department:

Purpose of the Report

This External Review Team Report fulfills part of the College's program review process. Program reviews are conducted every five years. Each program review includes a self-assessment completed by program employees, and an external review conducted by an independent external review committee. The information presented in this report will be used to strengthen the College's programs of study. This written report will be included in the final Program Review Report.

A EXTERNAL REVIEWER CREDENTIALS/EXPERIENCE

External Reviewer	Credentials/Experience

Rating Directions: Place one check mark in the rating column that best reflects the evidence reviewed. Use the comments area to explain strengths, concerns, and recommended improvements.

B REVIEW OF PROGRAM GOALS, OBJECTIVES, AND ACTIVITIES

Review Criterion	Acceptable	Needs Improvement	Not Acceptable
1. Does the program meet market/industry demands and/or prepare students for advanced study?	☐	☐	☐
2. Is there sufficient student demand for the program? (trended enrollment data)	☐	☐	☐
3. Is there sufficient business and industry demand to support offering the program?	☐	☐	☐
4. Do program enrollments and graduation/completion rates justify the required program resources (cost versus revenue)?	☐	☐	☐

Comments:

C REVIEW OF PROGRAM CURRICULUM

Review Criterion	Acceptable	Needs Improvement	Not Acceptable
1. Is the program curriculum appropriate to meet current and future market/industry needs and/or prepare students for advanced study?	☐	☐	☐
2. Can the program demonstrate evidence of Industry partner input?	☐	☐	☐
3. Are program graduates recruited by business and industry?	☐	☐	☐
4. Does the program demonstrate appropriate breadth, focus, and currency, including consistency with good practice?	☐	☐	☐
5. Are students introduced to work-based learning/apprenticeship experiences in the field?	☐	☐	☐
6. Does the Program curriculum include any plans for expansion and growth based on industry needs?	☐	☐	☐
Comments:			

D REVIEW OF ACADEMIC SUPPORT

Review Criterion	Acceptable	Needs Improvement	Not Acceptable
1. Does the program provide appropriate quality and quantity of academic advising and mentoring for students?	☐	☐	☐
2. Does the program support student retention from term to term and student progress toward graduation?	☐	☐	☐

Comments:

E REVIEW OF PROGRAM FACULTY			
Review Criterion	Acceptable	Needs Improvement	Not Acceptable
1. Do program faculty have appropriate academic credentials/Experience and/or professional licensure/certification?	☐	☐	☐
2. Are the faculty orientation and faculty evaluation processes appropriate and followed?	☐	☐	☐
3. Is the faculty workload consistent with ACCS policy and best practices?	☐	☐	☐
4. Do faculty demonstrate professional development in areas pertinent to their instructional role	☐	☐	☐
5. Is the number of program faculty sufficient to meet program outcomes	☐	☐	☐
Comments:			

F REVIEW OF PROGRAM RESOURCES			
Review Criterion	Acceptable	Needs Improvement	Not Acceptable
1. Is there an appropriate level of institutional support for program operation?	☐	☐	☐
2. Are program equipment and the use of technology current and sufficient?	☐	☐	☐
3. Are faculty, library, professional development, and other program resources sufficient?	☐	☐	☐
4. Is the program budget sufficient to meet program needs and accomplish program outcomes	☐	☐	☐
Comments:			

G REVIEW OF PROGRAM EFFECTIVENESS

For each prompt, check all program areas addressed and provide supporting comments below.

Program Effectiveness Prompt	Curriculum	Academic Support	Faculty	Resources
1. Indicate areas of program strength.	☐	☐	☐	☐
2. Indicate the program areas in need of improvement within the next 12 months.	☐	☐	☐	☐
3. Indicate areas for program development based on market/industry demands that were not identified in the self-study.	☐	☐	☐	☐

Comments: (PLEASE BE SPECIFIC)

H PLEASE PROVIDE A REPORT SUMMARY OF YOUR FINDINGS/RECOMMENDATIONS

Comments on the overall program quality:

External Reviewer Signatures

External Reviewer Signature:

Date:

External Reviewer Signature:

Date:

External Reviewer Signature:

Date:

