

Student Life Program Review External Committee Overview

The external review committee, as experts in the field, will be encouraged to evaluate the department participating in program review using national context and the department's self-study. The external reviewers will review the self-study and corresponding materials in advance of their site visit.

The site visit should span a three-day period to allow sufficient time for the reviewers to meet with department staff, administrators, faculty, students and other stakeholders. There will be designated time to meet as a review team to discuss points that will be included in the final analysis. Site visits are virtual by default, although departments with outstanding need may request an in-person review from the Program Review Senior Analyst.

At the conclusion of their visit, the external review committee will meet with the director of department under review, the relevant Associate Vice Present, department staff and the Associate Vice President for Strategy, Impact and Academic Partnerships to share their initial observations.

Within two to four weeks of their visit, the external reviewers will be asked to provide a written assessment of the strengths, limitations, operational practices, leadership and opportunities for the unit. The external review committee is strongly encouraged to suggest recommendations within the scope of existing resources, or how the department may strategically redeploy resources to accomplish new objectives. This final report will be sent to the Program Review Senior Analyst to be shared with the department participating in review.