CSU Channel Islands
Program Review Template
External Review Site Visit and Report

Program Name: Date of Site Visit:

External Reviewer One Name: Affiliation:

External Reviewer Two Name: Affiliation:

RUBRIC SCORING SCALE		
SCORE	**STAGE**	**DESCRIPTION**
1	**Initial**	The program is at a preliminary stage in this practice. The program shows the need for additional policies, resources, or practices in order for it to provide the education program to which it is committed or aspires. Insufficient data is available to make determinations.
2	**Emerging**	The program partially satisfies the criterion. Some data is available documenting this dimension. The program has many, but not all, of the policies, practices, and resources it needs to provide the educational program to which it is committed or aspires.
3	**Developed**	The program satisfies this criterion, with developed policies and practices. The program has the availability of sufficient resources to accomplish its program goals on this dimension. Data demonstrates accomplishment of this criterion.
4	**Highly Developed**	The program fully satisfies this criterion. The program may serve as a model and reference for others on campus. The program's practices, policies, and/or its resources contribute to program excellence on this dimension.

Instructions: External Reviewer should enter a numerical value in the Score box. Narrative responses should be made in the "Comments and Recommendations" sections below each criterion for review. Please enter responses in paragraph form. Text boxes will expand as information is entered.

I. Element One: Program Purpose and University Goals		
CRITERION FOR REVIEW	**INQUIRY**	**SCORE**
A. Program Mission and Operating Practices	1. Does the program have a mission statement or statement of program goals that is appropriate?	
	2. Does the program have an organizational structure and procedures for its key activities such as advising, scheduling, chair selection and review?	
Comments:		
Recommendations:		
B. Program Relation to University Mission	1. Is the program supportive of the University's mission and its strategic priorities?	
	2. Is its program integrated and supportive of the campus's four mission centers?	
	3. Is the program supportive of the campus' general education program?	
Comments:		
Recommendations:		

C. Dissemination of Program Mission and Goals	1. Has the program disseminated information about itself to key constituencies, including faculty, professional colleagues, current and prospective students, and the community?	
Comments:		
Recommendations:		

II. Element Two: Achieving Educational Outcomes		
CRITERION FOR REVIEW	**INQUIRY**	**SCORE**
A. Curriculum Requirements and	1. Do the program's curriculum and degree requirements reflect high expectations of students?	
	2. Is that curriculum reflective of current standards in the discipline?	
Comments:		
Recommendations:		
B. Course and Program Learning Outcomes	1. Has the program developed assessable learning outcomes for its courses and for the program?	
	2. Are course learning outcomes aligned with program outcomes?	
Comments:		
Recommendations:		
C. Learning Outcome Data and Analysis	1. Does the program regularly collect course and program learning data?	
	2. Is that data analyzed, available, and used for program improvement?	
Comments:		
Recommendations:		
D. Timeliness of Degree Attainment	Do students in the program attain the degree in a timely fashion?	
Comments:		
Recommendations:		
E. Involvement of Students in Curricular Activities	1. Are students active participants in the learning process? Consider whether the program provides opportunities for students to participate in curricular-related activities, such as research and creative opportunities, service learning experiences, performances, and internships?	
	2. Does the program provide support by way of co-curricular activities for its students, such as clubs, fieldtrips, lectures and professional experiences?	
Comments:		
Recommendations:		

| F. Advising and Academic Support | 1. Does the program provide adequate student advising? | |
| | 2. Does the program have a relationship with student support services, such as EOP, career services, and disability accommodation? | |

Comments:
Recommendations:

G. Articulation and	Does the program have policies and procedures that facilitate articulation with community colleges?	
Transfer	Are transfer students accommodated and integrated into the program?	

Comments:
Recommendations:

H. Retention	Are native and transfer students in the program being retained in the major and by the University?	

Comments:
Recommendations:

III. Element Three: Developing Resources to Ensure Sustainability		
CRITERION FOR REVIEW	**INQUIRY**	**SCORE**
A. Faculty Resources and Scholarship	Does the program have faculty in sufficient number, and with appropriate rank, qualification, and diversity to support its academic program in a manner consistent with its objectives? Is there evidence of the faculty involvement in scholarship and creative activities at a level appropriate to the discipline and University?	

Comments:
Recommendations:

B. Professional Staff	Does the program employ professional staff --support coordinator, technicians, lab assistants -- sufficient to support the academic program?	

Comments:
Recommendations:

C. Faculty Workload and Evaluation	1. Is faculty workload aligned with the program's goals for effective teaching, scholarship, and University and community service?	
	2. Are part and full time faculty evaluated regularly and according to University policies and practices?	

Comments:
Recommendations:

CRITERION	INQUIRY	SCORE
D. Faculty Development	1. Do faculty have and use professional development plans (PDPs)? Does the program support faculty development opportunities sufficient to improve teaching, learning and scholarship?	
Recommendations:		
E. Fiscal and Physical Resources	1. Does the program have the budgetary resources needed to support its educational program?	
	2. Are its facilities, including offices, labs, practice and performance spaces, adequate to support the program?	
Comments:		
Recommendations:		
F. Developing External Resources	1. Does the program seek and receive extramural support at the appropriate level, including grants, gifts, contracts, alumni funding?	
Comments:		
Recommendations:		
G. Information Technology	Does the program have access to information resources, technology, and expertise sufficient to deliver its academic offerings and advance the scholarship of its faculty?	
Comments:		
Recommendations:		
H. Community Involvement and Liaison	If appropriate, does the program have an advisory board or other links to community members and professionals? Does the program use community professional input for program improvement? Does the program maintain a relationship with its alumni?	
Comments:		
Recommendations:		

IV. Element Four: Creating a Learning Centered Organization		
CRITERION FOR REVIEW	**INQUIRY**	**SCORE**
A. Program Planning	Does the program engage in planning activities which identify its academic priorities and their alignment with those of the division and the University?	
Comments:		
Recommendations:		
B. Integration of Planning Resources	1. Is program planning integrated into the Academic Affairs budgeting process?	
	2. Are program planning goals informed by student learning outcome data?	
Comments:		

Recommendations:		
C. Professional accreditation	If the program holds or is seeking professional accreditation, are its practices and resources consistent with that objective?	
Comments:		
Recommendations:		

V. Summary Recommendations: Submitted by:

Signature(s):

Date: