

Template Preliminary Program Review Graduate Non-Licensure Programs

I. Executive Summary

(1/2 page)

Provide a high-level summary of the self-study's findings. Highlight program strengths, key challenges, major trends, and proposed actions for improvement.

II. Program Overview

(1/2 page)

A. Mission, Vision, and Distinctiveness

- Summarize the program's mission and vision.
- Describe alignment with the institution's mission.
- Highlight the program's **unique features**.

B. Relevance

- Evaluate the program's **academic and societal relevance**.

C. Enrollment Trends

- Present and analyze **trend data** in student **admissions, enrollment, retention, and graduation**.

III. Curriculum

(1 pages)

A. Structure and Curriculum Map

- Describe the curriculum's overall structure and progression.
- Include a **curriculum map**, where appropriate, that illustrates how courses align with program learning outcomes.

B. Delivery Methods and Modalities

- Describe the particular graduate online delivery model (i.e.: async v. hybrid sync) in this program.

C. Alignment with Career and Academic Pathways

- Discuss how the curriculum supports **career readiness** or **lifelong learning**.

IV. Assessment

(1 – 2 pages)

A. Program Learning Outcomes (PLOs)

- List or summarize current PLOs.

B. Assessment Methods and Results

- Explain the tools and methods used to measure student learning (e.g., signature assignments, portfolios, capstones).

C. Use of Results for Improvement

- Describe how findings from assessment have led to **changes or improvements** in the curriculum, pedagogy, student support, etc.

V. Faculty

(1/2 page)

A. Instructors

- Outline the role of Graduate Chair, and their responsibility vs. Instructors

B. Advising

VI. Resources

(1 page)

A. Budget, technology, library, space, or other supports

Students

(1 -2 pages)

A. Recruitment and Retention Strategies

- Describe approaches used to recruit, engage, and retain students.

B. Student Trends and Outcomes

- Analyze trends in student **demographics, performance, satisfaction, and post-graduation outcomes.**
- Discuss **retention, graduation, and course completion rates.**

VII. Further Study

(1 page)

A. Identify areas needing attention or further study in preparation for a comprehensive program review.

VII. Action Plan

(1 page)

A. Key Findings

- Summarize the major strengths and challenges identified throughout the self-study.

B. Opportunities for Improvement

- Identify specific areas for growth or enhancement.
- Describe opportunities to **build on existing strengths**.