

# WILMINGTON UNIVERSITY

## Three Year Program Review Cycle

COLLEGE:

DATE:

PROGRAM:

PROGRAM CHAIR:

THIS REPORT COVERS THE PERIOD \_\_\_\_\_ TO \_\_\_\_\_

Instructions: To the best of your ability, please address the following areas in the submission of your report. Data can be resourced internally from a variety of sources such as custom reports requested from the Wilmington University Office of Institutional Research, the Ten-Year Program Enrollment Analysis Report, "COGNOS" reports as well as department data collected or available through your Dean and Directors.

In addition, data may be available externally through various State and Federal Agencies such as the Delaware Department of Labor and the Delaware Department of Education, Federal Agencies, as well as Regional and Program Specialty Accrediting bodies etc.

Please note that we are seeking both Quality and Brevity in the preparation of these reports. Any comments that would exceed the suggested page limits in this template should necessitate a place in the Appendix of your report. Training and/or assistance in the preparation of this document is available through the Office of Academic Affairs.

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### **GENERAL INFORMATION:**

In **ONE** page or less, please introduce the reader to your program.

### **PROGRAM CHANGES:**

In **TWO** pages or less, Please discuss changes that you have made to your program since your last program review. Specifically, hone in on why changes were necessary and the process used to determine the changes that have been made. Please include any future program goals.

## **CURRICULUM:**

Review of curriculum including the following points:

- A. Have any changes been made relative to accepted guidelines for entry into the profession as established by accreditation/regulatory requirements and/or professional organizational standards since the last program review? If so, please summarize those changes in **ONE** page or less.
- B. What does the competitive landscape (labor market data) indicate about the viability of your program? Please keep your summary in this area to **TWO** pages or less.
- C. Conduct a review of courses that have not run in at least 3 years and consider making those courses inactive with the Registrar's office. Please list any courses that have been eliminated, changed or added. If you need more than **ONE** page for Item "C", then please consider adding an **Appendix** at the end of your report.
- D. Have any changes been made to the admissions/advisement process for students entering this program? If so, what are they and why? Please keep your summary in this area to **ONE** page or less.
- E. In **ONE** page or less, please discuss the process that you use to review syllabi.

## **OUTCOMES ASSESSMENT:**

Please discuss how and where program competencies and university graduation competencies are being met in your program. Include a program "map" as an **Appendix** to this document showing courses offered and type of assessments being used to meet university graduation and program competencies.

Please indicate any "patterns" or "trends" that you are finding when reviewing yearly data for your program and that influences "closing the loop" decisions/changes.

## **LICENSURE/CERTIFICATION:**

Does your program lead to any type of "licensure" or "certification"? If so, can you provide us with a BRIEF analysis of **ONE** page or less providing the results and any curricular/extra-curricular changes made or planned because of these results.

## **FACULTY:**

Please submit a list as an appendix of all faculty teaching in the program along with their education, certifications, and relevant work experience demonstrating a fit for the courses they are teaching.

Please provide as an appendix a listing of faculty teaching load. This needs to be completed by looking at courses taught by an individual instructor across all Colleges. In **ONE** page or less, discuss any notable exceptions to the accepted teaching load.

Please provide as an appendix a listing of the average class size in your program. In **ONE** page or less, discuss strategies taken or planned to increase the average class size.

**STUDENTS:**

Please provide a summary of updated data from any ANNUAL Student satisfaction surveys from ALUMNI & CURRENT STUDENTS and provide a synopsis of any trends, changes etc. If you cannot summarize these data in **ONE** page or less, then please consider adding an **Appendix** to your report.

Has your Student Demographics changed over this review period? If so, how has it changed and have the changes influenced any "closing the loop" decisions? Once again, please try to answer this specific item in **ONE** page or less.

**RESOURCES:**

Only include any major budget requests or changes implemented (i.e., major software or equipment purchases etc.) for the program. Your Dean will be a good source in gathering information to discuss this area. Please try to answer this specific area in **ONE** page or less.

**The Future (scanning & vision):**

Provide a summary of the future of the program based on the data, analysis, literature, and where you may see the program in three years, five years, etc...

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<b>Program Chair Signature</b>	<b>Date</b>
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<b>Dean Signature</b>	<b>Date Reviewed</b>
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<b>Office of Academic Affairs Signature</b>	<b>Date Reviewed</b>
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