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**External Review of Degree Program(s) Report**

**Date**

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Name of Academic Unit

List of Degree Programs Included in the Self-Study

 Faculty Area

Reviewers are asked to provide a report that:

* Identifies and commends the degree program’s notably strong and creative attributes
* Describes the degree program’s respective strengths, areas for improvement, and opportunities for enhancement
* Recommends specific steps to be taken to improve the degree program, distinguishing between those the program can itself take and those that require external action
* Recognizes the institution’s autonomy to determine priorities for funding, space, and faculty allocation; and
* Respects the confidentiality required for all aspects of the review process

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# **PART 1 - EXECUTIVE SUMMARY**

The Executive Summary will be made publically available on the Provost’s website.

### **ACADEMIC ADMINISTRATIVE UNIT**

### **DEGREE PROGRAM(S) UNDER REVIEW**

### **CHAIR/DIRECTOR**

### **DATE OF DEGREE PROGRAM(S) REVIEW**

### **DATE OF THE PREVIOUS DEGREE PROGRAM(S) REVIEW**

### **INTERNAL RESOURCE PERSON**

### **REVIEWERS**

Reviewer 1 - Name Reviewer 2 - Name Reviewer 3 – Name

Position Position Position

University Name University Name University Name

University Address University Address University Address

## **SUMMARY OF THE EXTERNAL REVIEW OF DEGREE PROGRAM(S) PROCESS**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

## **SUMMARY OF FINDINGS**

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### **Major Strengths of the Degree Program**

### **Significant Areas of Weakness or In Need of Further Development**

### **Comments of the Future Direction of the Degree Program(s)**

## **SUMMARY OF THE REVIEWERS’ RECOMMENDATIONS**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |
| --- | --- |
| **RECOMMENDATIONS** | **DESCRIPTION OF THE RECOMMENDATION** |
| **One** |  |
| **Two** |  |
| **Three** |  |
| **Four** |  |

# **PART 2 – EXTERNAL REVIEW OF DEGREE PROGRAM(S)**

## **DEGREE PROGRAM(S) EVALUATION**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Explicitly address each Degree Program that is listed in the Terms of Reference of the review. When making statements that do not apply to all programs, please specify which program(s) you are addressing.

The External Review Committee is provided UNBC’s Strategic Roadmap as a reference before the commencement of the review.

### **Objectives**

* Consistency of the Degree Program(s) goals with the University’s vision, mission, and values and the Academic Administrative Unit’s academic plans.

### **Admission requirements**

* Appropriateness of admission requirements for the learning outcomes of the Degree Program(s).

### **Curriculum and Program Delivery**

* Curriculum reflects the current state of the discipline or area of study
* Appropriateness and effectiveness of the Degree Program’s structure, curriculum, length and delivery to its learning outcomes and degree level expectations; clarity with which these have been communicated
* Evidence of innovation or creativity in the content and/or delivery of the Degree Program relative to other such Degree Programs
* Opportunities for student learning beyond the classroom
* Opportunities for student research experience.

### **Assessment of Learning**

* Appropriateness and effectiveness of the methods used for the evaluation of student achievement of the defined learning outcomes and degree-level expectations, especially in the students’ final year of the Degree Program.

**Student Awards and Professional Development**

* Student success rates in provincial and national scholarships, competitions and awards.
* Appropriateness and effectiveness of initiatives in place to foster the professional development of students in the program including professional and transferable skills.

**Student Funding**

* Scholarships, bursaries and other funding opportunities available to students in the Degree Program.

### **Quality Indicators**

* Assessment of Degree Program against provincial, national and international comparators
* Quality of applicants and admitted students and enrollment
* Student completion rates and time to completion
* Quality of the educational experience, teaching and graduate supervision
* Implications of any data (where available) concerning post-graduation employability
* Availability of student funding.
* Provision of student support through orientation, advising/mentoring, student services
* Degree Program(s) outreach and promotion.

### **Quality Enhancement**

* Initiatives taken to enhance the quality of the Degree Program(s) and the associated learning and teaching environment
* Extent to which initiatives have been undertaken to enhance the Degree Program’s accessibility (i.e., for students requiring physical or mental health accommodations) and diversity

## **FACULTY**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Strengths and weaknesses of the collective faculty complement
* Appropriateness and effectiveness of the faculty succession plan.
* Initiatives to support for faculty development

## **RESEARCH**

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* Scope, quality and relevance of faculty research activities
* Appropriateness of the level of activity relative to provincial, national and international comparators
* Appropriateness of research activities for the undergraduate and graduate students in the degree program(s).

## **INTERNAL AND EXTERNAL RELATIONSHIPS**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Scope and nature of relationships with related Academic Administrative Units and/or Degree Programs
* Extent to which the Academic Administrative Unit has developed or sustained fruitful partnerships with other universities and organizations in order to foster research, creative professional activities and to deliver Degree Programs
* Scope and nature of the Academic Administrative Unit and Degree programs’ relationship with external government and academic and professional organizations
* Social impact of the Academic Administrative Unit and Degree Program(s) in terms of outreach and impact locally and nationally

## **ORGANIZATIONAL AND FINANCIAL STRUCTURE**

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* The appropriateness and effectiveness of the Academic Administrative Unit’s organizational and financial structure, and its use of existing human, physical and financial resources in delivering its Degree program(s). In making this assessment, reviewers must recognize the institution’s autonomy in determining priorities for funding, space, and faculty allocation.
* Opportunities for new revenue generation.

**VI. RESOURCES AND INFRASTRUCTURE**

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* The appropriateness with which resource allocation, including space and infrastructure support, has been managed.
* Appropriateness of Academic Support Services available that contribute to the academic quality of each Degree Program under review.

## **LONG-RANGE PLANNING CHALLENGES**

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* Consistency of the Degree Program(s) long-range plans with the University’s Strategic Roadmap, Academic Action Plan, and the Strategic Research Action Plan.
* Appropriateness of:
* Faculty complement and succession plan, including balance of tenure-stream and non-tenure stream faculty
* Enrolment strategy
* Student financial aid, scholarships and bursaries
* Development/fundraising Initiatives
* Management and leadership

• Possible Academic Administrative Unit/Degree Program(s) growth plans/opportunities.

## **OTHER COMMENTS**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**