**EXTERNAL REVIEW REPORT**

**of the**

**[Program Name(s)]**

**by**

**[External Reviewer’s Name, Credentials, & Institution]**

**and**

**[External Reviewer’s Name, Credentials, & Institution]**

**submitted to the**

**[Department/School Name]**

**[College Name]**

**University of Central Arkansas**

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| --- | --- |
| **Date(s) of Review:** |  |

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**External Reviewer’s Signature External Reviewer’s Signature**

**Program Reviewers Report Template**

This framework guides External Reviewers in evaluating academic programs for the Arkansas Division of Higher Education (ADHE). The insights gathered will inform ADHE's assessment of program viability, curriculum relevance, and resource alignment. This report should provide a comprehensive analysis, supported by specific examples, and should **not** include a direct recommendation on program continuation or discontinuation.

Reviewers are encouraged to provide detailed responses that go beyond simple affirmative or negative answers, offering nuanced perspectives and concrete evidence.

**I. Evaluation of Program Goals, Objectives, Activities, Efficacy, and Strategic Alignment**

1. Are the defined program learning outcomes (PLOs) clearly articulated, appropriate for the credential level, and effectively assessed? Provide examples of how PLOs are measured and the evidence of student achievement.
2. How do faculty and students contribute to the attainment of program goals and objectives? Illustrate with specific activities or initiatives.
3. To what extent does the program curriculum address current and emerging workforce demands, industry trends, or prepare graduates for seamless articulation into advanced academic programs? Provide evidence of industry alignment or transfer success.
4. Does the program demonstrate sufficient and sustainable student enrollment demand? Analyze enrollment trends and indicators of prospective student interest.
5. Do key performance indicators (KPIs) such as course fill rates, student retention, and completion/graduation rates justify the current allocation of program resources? Provide relevant data points.
6. How well is the program achieving its intended outcomes and its relevance within the broader educational and workforce landscape? Provide a brief summary.

**II. Curriculum Analysis**

1. Is the program curriculum current and forward-thinking, effectively preparing students for present and future professional roles or further academic pursuits? Substantiate with examples of course content or program structure.
2. Are there institutional mechanisms and agile processes in place to ensure the curriculum remains responsive to evolving industry standards and disciplinary advancements? Describe the curriculum review and update cycles.
3. Are the program's exit requirements (e.g., capstone projects, comprehensive exams, portfolio reviews) appropriate benchmarks for demonstrating mastery of PLOs and readiness for next steps?
4. Does the curriculum exhibit an appropriate balance of foundational knowledge and specialized focus, reflecting current best practices and incorporating contemporary issues and technologies within the field? Provide evidence of curriculum currency and pedagogical approaches.
5. Does the program integrate experiential learning opportunities, industry exposure, or networking with professionals to enhance student career readiness? Describe these integrated experiences.
6. Does the program actively promote and support interdisciplinary collaboration and initiatives? Provide examples of cross-listed courses, joint projects, or collaborative research.
7. How does the program foster a learning environment where all students feel valued and respected? Describe how the program ensures broad access, provides appropriate support for all students, and promotes a sense of belonging.
8. How does the program actively work to create an environment that supports equal opportunity and success for all students? Provide specific examples related to curriculum content, program activities, the assignment of student roles and responsibilities, the recognition of student achievement, and student recruitment efforts.

**III. Academic Support**

1. Does the program provide high-quality and accessible academic advising and mentorship to guide students effectively? Describe the advising model and its impact.
2. What strategies and support systems does the program utilize to enhance student retention and ensure timely progress towards degree completion? Provide examples of retention initiatives.

**IV. Faculty Profile and Development**

1. Do program faculty possess the requisite academic credentials, industry experience, and/or professional certifications to effectively deliver the curriculum and mentor students?
2. Are the processes for faculty onboarding, ongoing professional development, and performance evaluation clearly defined, fair, and geared towards fostering teaching excellence and scholarly activity?
3. Is the faculty workload equitably distributed and aligned with institutional benchmarks and best practices, allowing for effective teaching, scholarship, and service?

**V. Resource Allocation and Infrastructure**

1. Does the institution provide sufficient and sustainable operational support (financial, administrative, etc.) for the effective functioning of the program?
2. Are the available resources, including faculty capacity, library and information services, technology infrastructure, and professional development opportunities, adequate to support program delivery and student learning?

**VI. Program Performance and Future Outlook**

1. Identify and explain the program's key strengths and areas of excellence.
2. Identify program areas requiring immediate attention and improvement within the next 12 months, and those targeted for improvement over the next 2-5 years.
3. Based on your assessment of market/industry dynamics, identify potential areas for program innovation or new program development not currently recognized by the institution.

**VII. Review of Digital and Hybrid Learning Modalities *(If Applicable)***

1. Are the program's digital and hybrid course offerings delivered in accordance with best practices for online and blended learning environments?
2. Does the institution have robust protocols in place to safeguard student data privacy and ensure the security of personal information within the digital learning ecosystem?
3. Are appropriate technology support services readily available and effective for both students enrolled in and faculty teaching within digital and hybrid modalities?
4. Are policies regarding student-faculty ratios and faculty workload in digital and hybrid courses consistent with best practices for ensuring meaningful interaction and support?
5. Are institutional policies concerning intellectual property rights for materials developed for digital and hybrid courses clear and in accordance with current standards?

**VIII. Scholarship, Creative Activity, and Community Engagement**

1. Are the expected faculty and student research and creative outcomes for the program clearly defined, assessed, and are the results disseminated or utilized?
2. Are the program's outreach, service, and entrepreneurial initiatives clearly defined, effectively assessed, and are the outcomes documented and utilized?

**IX. Local Context and Feedback**

1. How effectively is the program addressing regional workforce needs and/or preparing students for opportunities within the local area or for transfer to institutions relevant to local career pathways?
2. What specific program modifications or enhancements are recommended to better serve the local community and economy?

**X. Executive Summary**

1. Summarize the projected demand for program graduates/completers in the local, regional, and national labor markets over the next five years, based on your assessment.
2. Provide a high-level summary of the program's overall quality, highlighting key findings from the review process. Include any feedback on the state program review process itself.