**Academic Program Review**

Program name goes here

### Prepared by: NAME, TITLE

### NAME, TITLE

### NAME, TITLE

### NAME, TITLE

### NAME, TITLE

### **Submitted on [DATE]**



# Table of Contents

*Insert TOC here once report has been written.*

## Mission

*Describe the mission of the program in relation to the university’s mission and current strategic plan.*

## Program Overview

*Describe the history and development of the program, including any concentrations, tracks or specializations that are offered. For programs that are well established, discuss how the program has evolved over the years and how it has adapted to changes in the field and/or the university. For programs that are newer, describe the initial expectations for the program and any major changes that have been made so far.*

## Internal Academic Ties and Contributions to University-Wide Initiatives

*Discuss academic ties to other units on campus. This section should also describe the program’s participation in university-wide initiatives (i.e., Students as Scholars QEP, global initiatives) and general education offerings*.

## External and International Relationships

*Report major educational collaborations with local, state, national and international organizations or institutions. This section should indicate the program’s involvement in educational activities outside of the immediate campus community. If the program regularly offers study abroad opportunities or other international experiences for students and/or faculty, include a description of those activities*.

## Alumni Relationships and Activities

*Explain outreach efforts to the program’s alumni. How does the program keep in touch with alumni? Does the program offer special events or activities for alumni? Does the program give an alumni award or do anything to recognize alumni? Are alumni involved in the review of student projects?*

## Faculty Profile

*Discuss the faculty profile in terms of proportion of home department and area or field expertise. Include relevant findings from the APR Faculty Survey regarding overall faculty satisfaction with the program. Please do not include faculty CVs or bio sketches.*

## Resources

*Report the program’s resources. This may include physical spaces and equipment as well as external funding through grants or gifts. Also include a discussion of the roles of the program’s support staff.*

## Size and Scope of the Program

*Analyze and discuss five year trends of enrollments and degrees granted. Explain any major changes or significant downward or upward trends. Comment on retention of students in the program.*

## Student Success

*Discuss student satisfaction with the program, course offerings, faculty and advising. Also analyze students’ success upon graduating from the program in terms of graduate school acceptances and job placements*. *Describe the program’s advising system and its effectiveness.*

## Discussion of Curriculum

*Discuss the curriculum: identify core courses and requirements, describe WI, RS and synthesis courses as well as capstone experiences, internships, and senior paper/project requirements or options. Describe any major changes to the curriculum that have recently been made or that are planned for the very near future. Attach a curriculum map, either in this section or as an appendix*.

## Distance Education

*Report the program’s distance education offerings. Explain plans for developing further distance education opportunities in the short and long term. Specify the extent to which the program has worked with Mason Online to develop DE offerings.*

## Program-Level Outcomes and Assessment

*List the program’s student learning outcomes. Report the assessment of at least three student learning outcomes. State each outcome, how it was measured, the findings, and whether the findings met the target achievement*. *If the program is an undergraduate program, one student learning outcome must evaluate written communication.*

## Peer Comparison

*How does the program compare to similar programs at peer institutions? The peer comparison may be qualitative or quantitative. Comparisons might include the number and type of students served, number of degrees granted, admissions criteria and acceptance rates, number of faculty, levels of graduate student funding*. *Units are responsible for identifying peer institutions. Units do not necessarily have to use institutions on Mason’s peer institution list. OIA can help with finding publicly available data from SCHEV and the U.S. Department of Education*.

## SWOT Analysis

*Report strengths, weaknesses, opportunities and threats to the unit.*

## Program Goals and Action Plans

*Describe the program’s current goals and associated action plans. When possible, identify the evidence or origin of each goal (i.e., SWOT analysis, peer comparison, student success data, assessment results). A timeline for achieving each action plan should also be included. If the program submitted an APR report in the past, discuss progress on meeting the previous cycle’s goals*.

## Concluding Statement

*Provide a brief conclusion to the Unit Overview*.