

Graduate College Charge to Internal/External Review Committees

Materials Provided by Graduate College

1. Graduate College Review Procedures for Interdisciplinary Programs
2. University's *Operations Manual* Guidelines for Departmental Reviews
3. Department/Program self-study
4. GRE/GPA results
5. Placement, completion and time-to-degree data
6. Graduate College financial summary commitment

Charge to Review Committee

1. Meet with DEO/Director of Department/Program
2. Meet with Executive Committee of the Department/Program and with selected participating faculty (either separately, in groups by research area, by department, or other category); provide opportunity for individual faculty input.
3. Meet with graduate students from Department/Program; provide opportunity for individual student input.
4. Meet with DEOs, and perhaps others, from Department/Program.
5. Meet with Assistant or Associate Deans in other colleges as appropriate
6. Write a report (typically 5-10 pages) responding to the issues raised in the Self-Study and Review Guidelines and to the following specific questions
 - a. In the Committee's view, how does the Department/Program rank (excellent, good, fair, poor) on the University's Strategic Planning Steering Group's criteria of i) quality, ii) centrality, iii) student interest/demand, iv) prospects for national recognition, v) importance to the University and State, vi) cost effectiveness. Does the Committee recommend enhancement, status quo, reduction, or elimination of the Program according to these criteria?
 - b. Is the Program effective in recruiting highly talented and diverse graduate students?
 - c. Does the Program provide effective means for socializing and introducing students to graduate study, opportunities for conducting dissertation research, and successful advising and mentoring to maximize student success in the Program?
 - d. What changes in leadership and/or administrative structures might improve the Program?
 - e. Are adequate resources available to support students through the Program?
7. Graduate College (Cindy Fetters, Administrative Assistant, 205 Gilmore Hall, 335-2144) will schedule the above meetings, deliver all review materials to the committee, be available during the meetings, and assist in obtaining additional information requested by the Review Committee.

The Graduate College would, of course, appreciate any additional comments or suggestions from the Review Committee in addition to the issues identified in the Charge.

The review report should not contain confidential personnel information concerning the departmental executive officer or other department personnel.