The Program Review Process at Chicago State University

All programs at Chicago State University are reviewed on a cyclical basis, currently every seven years. New programs undergo a progress report three years following program inception. For the relevant Illinois Board of Higher Education (IBHE) guidelines on program review, see http://www.ibhe.org/academic%20affairs/applications/public/materials/programreviewguidelines.doc

As the guidelines indicate, " . . . academic program review is a critical and constructive process whose essential elements are documentation of learning outcomes and identification of actions for program improvement."

Also see the accompanying schedule on the website for reviews through 2022. Programs up for review are notified prior to each academic year of the review schedule and reporting deadlines.

Department Chairs of the programs undergoing review and their Deans receive the Program Review Report Guidelines, template and data tables. All program faculty should participate in the preparation of the report.

The Committee meets each term to review submitted reports and make recommendations to the Provost and President. There are several possible recommendations:

- The program is in good standing.
- The program should undergo priority review.
- The program should be recommended for elimination.

The Committee presents its recommendations to the Provost and President, along with the full Program Review Report. The President, along with the Provost, makes the final decision on program review recommendations.

A program may be asked to resubmit a priority review report that demonstrates the program has addressed identified weaknesses. A program may be given a particular goal to meet for enrollment or the number of degrees conferred within a particular time frame. Priority review options are developed in consultation with the program Chair, the Provost, and the President. College deans also may ask that particular programs be put on the Program Review schedule for accelerated or additional review.

Programs recommended for elimination are forwarded to the Program Elimination Committee, whose members are elected in accordance with established contractual provisions. The Office of Academic Affairs convenes the committee and provides all available data on the program to the committee. The Program Elimination Committee makes a recommendation to the Provost. The Board of Trustees makes the final decision. Faculty, chairs, and deans may not eliminate programs in their colleges without going through the Program Review and Program Elimination processes.