**Dakota State University**

**Request of Reviewer**

**Focus Areas for the Review:**

* Program goals and strategic planning
	+ appropriateness of goals and whether / not goals are being met
	+ Program goals relative to institutional mission
	+ Program goals relative to current national trends and forecasts for the discipline
* Program resources
	+ Effective use of resources to meet program goals
	+ Faculty -- staffing levels and credentials
	+ Classroom facilities
	+ Laboratory facilities and equipment
	+ Financial support
* Program curriculum
* Technology integration
* Program assessment
	+ Appropriateness of assessment measures / activities for the discipline
	+ Major-field assessment activities, relative to the program goals
	+ Program accreditation, if appropriate
* Student support / student enrollments
	+ Student recruitment efforts
	+ Student enrollment numbers
	+ Student graduation rates and student placement
	+ Student support services
	+ Academic advising
* Program strengths and areas for improvement
* Specific issues identified by the university: program curriculum, program assessment, and program enrollments

**Guidelines for Preparation of Reviewer’s Report**

**Title Page**

* Academic program being review
* College offering the academic program
* Name of institution
* Date of on-site visit
* External reviewer, including title and institution

**Part 1: Executive Summary of Findings**

**Part 2: Schedule of On-Site Visit**

**Part 3: Program Evaluation, organized by focus areas for review (above)**

**Part 4: Recommendations for Change**

* General comments
* Specific recommendations, organized by focus areas for review (above)
* Specific recommendations relative to issues identified by the university