**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