**Progress Review (New Program)**

 **Self-Study Template**

Programs that are completing the preliminary review self-study for Program Review are expected to provide a written response to the following outline that is no longer than 4 pages plus attachments. Only brand-new degree programs will complete a progress review. This review will be scheduled during the program’s third fall semester.

I. Program Overview

 A. Summarize status of the program

 1. Strengths

 2. Challenges

 B. Summarize how the program supports the mission of the university, college, and
 department

II. Addressing Minima Requirements

1. Summarize how the program is working to achieve the expectations for each of the following:
2. Number of program first majors/second majors – especially describing recruitment and retention activities completed

III. Assessment

A. Summarize how program assessment results have been accumulated and will be used to foster program improvement

IV. Summarize Future Planning/Goals

 A. List initiatives/goals being implemented by the program to foster improvement

 and move towards being an exemplary program per the department’s current

 plan

V. Program Data Profile provided by Office of Institutional Effectiveness

1. Percent of Full Time Junior and Senior Majors enrolled in at least 30 hours per Year or Graduated.
2. Number of Juniors and Seniors, Masters and Doctoral Majors to measure Student Demand.
3. Number of Undergraduate, Masters and Doctoral Completions.
4. Junior Graduation Rate; and
5. Others (including number of declared program majors enrolled for new programs).