

(Department/Program Name)
University of Arkansas
Strategies for Improvement/Maintenance
Resulting from (Program Name) Program Review

This summary statement, drafted by the department/program, is a response to the findings of the campus program review process. In consultation with the dean of the school or college, the program/department will develop a strategy to address all concerns presented by the review team through the campus program review process. This information can be found in section VIII, item B of the report. The strategy statement will follow the format of the “Strategies for Improvement/ Maintenance” template. The Department’s response/strategy should include an action plan for the first 12 months, as well as a two-to-five year plan. Also identify the responsible person or group of individuals that will work on the plan.

When the dean of the school or college has provided their response to the draft strategy statement by the department/program, the dean will forward the draft to the dean of the graduate school (if graduate program) for their response. The draft strategy statement will then be forwarded to the Director of Curriculum Review and Program Assessment (director). The draft strategy statement is due to the director no later than February 1. The director will forward the draft strategy statement to the provost. Once the provost has presented their response, the strategy statement will be returned to the department/program to collect signatures from all appropriate parties. If necessary, a meeting can be scheduled with all stakeholders if there are concerns regarding the feedback and recommendations. Signed copies will be returned to the department/program chair, dean of the school or college, dean of the graduate school (if graduate program) and the director. The external reviewers’ report and the response document will be submitted to the Arkansas Division of Higher Education.

Appropriate follow up is expected between the program/department chair and the dean to address any issues or concerns raised during the program review process. If further action is deemed appropriate by the chair or dean, a dated notation should be appended to the original strategy statement and copies provided to all participants. Further actions may be taken, through regular campus channels, depending upon the outcome of the program review.

AREAS OF CONCERN:

1. (Concern #1 from program review.)

Departmental Response/Strategy (include timeline for first 12 months and years 2 – 5. Also, identify the individual(s) who will be responsible for completing the strategy):

Dean’s Response:

Graduate Dean’s Response (if graduate program):

Provost’s Response:

2. (Concern #2 from program review.)

Departmental Response/Strategy (include timeline for first 12 months and years 2 – 5. Also, identify the individual(s) who will be responsible for completing the strategy):

Dean's Response:

Graduate Dean's Response (if graduate program):

Provost's Response:

3. (Concern #3 from program review.)

Departmental Response/Strategy (include timeline for first 12 months and years 2 – 5. Also, identify the individual(s) who will be responsible for completing the strategy):

Dean's Response:

Graduate Dean's Response (if graduate program):

Provost's Response:

4. Etc.

Document reviewed by:

_____ Date _____
Department/Program Chair

_____ Date _____
Dean of School or College

_____ Date _____
Graduate Dean (if program review contains graduate programs)

_____ Date _____
Provost and Executive Vice Chancellor for Academic Affairs