

Template for Short Self-Study (with examples)

Instructions:

- *Replace examples throughout with information for your program.*
- *Delete the instruction information, provided in italics under the headings.*
- *Attach relevant tables, figures, data sheets, etc. either within the text or at appendices at the end of the document. Use your judgment as to which is most appropriate. Clearly label each appendix with the appropriate recommended action.*

Undergraduate Audit & Review, Short Self-Study

Submitted by: Author name

Program Title: Demo program

Year of current short self-study review: 20XX

Year of previous full self-study review: 20XX

NOTE: Because the final result of this program's previous review was "Continuation without qualification," the program is required to submit a short self-study that addresses only the recommended actions from the previous report. Some programs may choose to include introductory or summary remarks or other pieces of information but this is not required.

I. Introductory Comments (optional)

Insert any introductory comments you'd like the review team to be aware of. Examples might include significant changes in program structure, curriculum, staffing, enrollment, etc. If not addressed in your response to the individual Recommended Actions, include any information that would support points you want to highlight about the program, resources you want to make an argument for, etc.

II. The Recommended Actions from our 20XX program review are:

Insert an exact copy of all recommended actions from the most recent program review.

EXAMPLE:

1. Work with the Dean and Provost to resolve staffing concerns.
2. Continue the good work you're doing on assessment. In particular:
 - a. complete the development of assessment tools and strategies to assess all the program's SLOs
 - b. whenever possible, include direct measures of student performance in addition to indirect measures and opinion/perception measures
 - c. systematically track ways in which data on student learning are used to impact the program.

III. Response to Recommended Actions

1. Recommended Action #1: Work with the Dean and Provost to resolve staffing concerns

Insert summary of accomplishments and progress toward meeting recommended action #1. If there are subparts, please label each subpart as they are labeled in the list of recommended actions above (e.g., 2.a; 2.b; etc.).

2. Recommended Action #2: Continue the good work you're doing on assessment.

OPTIONAL: For recommended actions that have subparts, you may insert comments or other information relevant for the overall recommended action.

a. complete the development of assessment tools and strategies to assess all the program's SLOs

Insert summary of accomplishments and progress toward meeting recommended action #2a.

b. whenever possible, include direct measures of student performance in addition to indirect measures and opinion/perception measures

Insert summary of accomplishments and progress toward meeting recommended action #2b.

c. systematically track ways in which data on student learning are used to impact the program.

Insert summary of accomplishments and progress toward meeting recommended action #2c.

3. Recommended Action #3: Insert text of recommended action #3, if applicable, including subparts.

4. Recommended Action #4: Insert text of recommended action #4, if applicable, including subparts.

IV. Summary and Conclusions (optional)

Insert any final summary remarks and/or conclusions you would like to bring to the review team's attention.