

Graduate Program Review

John Carroll University



Council of Graduate Schools
Annual Meeting
Dec. 6, 2006



Purpose

- To engage Graduate School departments and programs in a self study assessment and learning process in order to improve overall department quality and to aid in future planning
- Provides framework for helping departments meet the needs of its students, faculty and the University in planning for the future.



John Carroll University

- ❑ Founded in 1886 in Cleveland Ohio
- ❑ One of 28 Jesuit Colleges and Universities
- ❑ Three Academic Divisions
- ❑ 215 full time faculty
- ❑ Five Masters degrees: MA, MBA, MS Ac., MED, MS
- ❑ 700 graduate students each semester



Steps Leading to Current Cycle

- ❑ Graduate Studies (GS) receives copy of “Master’s Education: A Guide, September 2005
- ❑ GS begins review of Program Review Guidelines, Spring Semester 2005
- ❑ GS meets with Planning and Assessment director, Feb. 2005
- ❑ GS begins review of Mission Statement, April 2005
- ❑ GS meets with Mission and Identity director, Sept. 2005
- ❑ Program Review Guidelines finalized, Dec.2005
- ❑ March 2006 review cycle begins



Status of review process

- ❑ Process begun in 1980's
- ❑ 7 Year Cycle; 3 years to complete
- ❑ Third Year Review for new programs
- ❑ Discontinuation of Programs
- ❑ Follow up reports if needed
- ❑ 14 programs/departments
- ❑ Guidelines reflect both university and external reviewers (NCATE, CACREP, etc.)



Data

- Department
- The Graduate School
- Institutional Research
- Students, alumni and faculty

Review Procedures

- ❑ Departmental Self Study
- ❑ Submit to Graduate Dean
- ❑ Transmitted to Graduate Studies Committee
- ❑ Possible external reviewer
- ❑ Graduate Studies submits recommendations to Academic Vice President
- ❑ Academic Vice President, through the dean, responds



Basic Components

- Mission Integrity
- Faculty
- Curriculum and Instruction
- Students
- Student Learning Outcomes
- Future Directions



Graduate School Mission

- The mission of The Graduate School is to support excellence in graduate education and to promote the teaching, research, scholarship and community activities associated with academic life.
- In keeping with the Jesuit tradition of the university, The Graduate School prepares advanced students to develop into intellectual and professional leaders capable of making positive contributions to their disciplines and to society as a whole.

Mission (cont.)

- It seeks to offer focused professional and academic education to students who have limited resources or mobility to achieve personal or social goals.
- Degree programs educate students to grow as analytical thinkers, effective communicators, who are knowledgeable in their areas of expertise, and creative and responsible participants in a dynamic world.

Mission Integrity

- Relationship among program goals, University and Graduate School Mission
- Special features that contribute to the goals such as collaborative arrangements
- Need for Program: value to the profession or university especially compared to programs offered at other universities

Faculty

- Instructional effort and effectiveness of the faculty (faculty development, instructional techniques)
- Summary of research scholarly activity, service activity
- Staffing (full and part time)
- Recruitment of minority faculty
- Future faculty needs



Curriculum and Instruction

- Relationship of curriculum to program goals
- Cycle of course offerings
- Effect on undergraduate program
- Cross listed courses
- Needed improvements and difficulties faced



Students

- Recruitment efforts
- Admission procedure/criteria
- Student advising
- Retention procedures
- Changes in numbers of students applying or graduating
- Competitive schools and program offerings



Student Learning Outcomes

- ❑ Assessment of Program
- ❑ Identification of needed changes and implementation
- ❑ Results of comprehensive exams, theses essay, external validation
- ❑ Graduation rate
- ❑ Research skills required
- ❑ Alumni survey

Future

- Describe external environment and effect on program, planning and enrollment
- How does the department's strategic plan address the graduate programs
- Program goals for 3-5 years
- Summarize strengths and provide recommendation for continuing
- Comment on future directions or concerns

Discontinue

- Discussion of history of program
 - enrollment compare to region and national enrollment trends
 - recruitment efforts over the last 5-7 years
 - curriculum and current trends in field of study
 - competition in greater Cleveland area
 - resources-faculty departmental university
 - attempts to reinvigorate the program

Discontinue (cont.)

- Plan for students currently enrolled to complete degree
- Plan including suggestions for down-sizing and costs, if any for the reallocation of responsibilities of faculty, staff and graduate assistants
- Recommendation of the department including minority report



Issues

- Addition of Undergraduate Program Review
- Co-ordination with external review cycle
- Fiscal Program Review
- Faculty time
- What is program quality?