External Reviewer Site Visit Guidelines

We invite two external reviewers. Please collaborate with the other external reviewer to submit a single report that summarizes your feedback. In your written feedback to Loyola, please address the questions below. Please make sure that you consider these questions in terms of both undergraduate and graduate education as applicable to the programs you are reviewing and in terms of student and faculty experiences.

The goal is for your external review comments to serve in stimulating collaborative strategic program planning and improvement and to inform the integration of unit goals with the university's priorities and strategic plans. The purpose of the APR also is to foster within the unit and across the university productive conversations about teaching and learning.

Your report needs to contain the following information

- Name of the academic unit undergoing review
- Name, title and institutional affiliation of reviewer(s)
- Please include a written summary of your observations related to the quality and feasibility of the student experience, faculty quality, and teaching, learning and assessment activities underway.
- This should include:
    o A brief overview that addresses the key facets of the unit and programs and addresses strategic issues that are a focus of the Academic Program Review.
    o Your views on whether the unit's Program Learning Outcomes are current and relevant to required levels of student performance appropriate for the given degree.
        ▪ Are outcomes differentiated appropriately to distinguish between undergraduate, graduate and post-bac levels?
        ▪ Are the expectations in line with those of high-quality programs at other universities?
    o What has the department been doing well? What evidence supports this conclusion?
    o What could the department do to improve? What evidence supports this conclusion?
    o What should the department do that it is not currently doing? What evidence supports this conclusion
    o What should the department stop doing that it is currently doing? What evidence supports this conclusion?

- Please name at least one specific action that you think would be a priority for each of the following categories:

    o 1. Student Learning and Success (e.g., improved instruction, assessment curriculum, student engagement, research, student engagement career development).

    o 2. Resource Effectiveness (e.g., personnel, allocation of school or department funds, use of space, use of department resources)

    o 3. Size and Type of Programs (e.g., development of new degree program, change in focus of program, grow enrollment in existing program, sustain enrollment in program, change in program delivery)

- Do you recommend other priority actions that are not part of the three categories above?

Do you recommend any unique actions that were not mentioned by the Self-Study Report?

    o What next steps do you recommend the unit take and why?

- In the next one year?
- In the next five years?
- What resources might be reallocated within the unit to meet these priorities? What resources would be vital to attain the top priorities, if available? What policies or practices should be changed to support any planned improvements and/or recommendations

- Please also share any other observations and/or suggested actions to support continuous improvement in these academic programs that arose from the Academic Program Review.