## Instructional Program Review Template

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| AP Full Official  |  |
| Campus |  | AP Review Submission Date |  |
| Completed by |  | AR Review Cycle |  |
| **Program Goals** |
| Program goals are broad statements concerning knowledge, skills, or values that the faculty members expect the graduating students to achieve. |
| Upon successful completion of this degree program, students will be able to: |
| **Program History** |
| This section describes the history of the program. This includes the date and reason of implementation, significant milestones in the development of the program, and significant current activities. |
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| **Program Description** |
| The program description describes the program, including its organization, relationship to other programs in the system, program design, degree(s) offered, and other significant features of the program, such as elements/resources for forward-looking new program contributions to the state’s economy, or specialized program accreditation. |
| 1. **Organization**:2. **Relationship to other programs in the system**: |
| **Program Admission Requirements** |
| This section describes the requirements for admission into the program and other requisites. |
| The college’s admissions criteria is listed on the college website at http://www.comfsm.fm/?q=catalog. These criteria are followed when admitting students into the XXX program.  |
| **Program Certificate/Degree Requirements** |
| This section specifies the requirements for obtaining a certificate/degree in the program, including specific courses,, sequencing of courses, total credits, internships, practical, etc.  |
| The XXX program as it currently stands consists of: In addition to General Education core requirements, there are the **Major Requirements** which include the following courses: Currently students are encouraged to follow a specified sequence of courses so that they are able to complete the program within two years. Here is the **suggested sequence** of XXX courses as it currently stands in the college catalog:**First Semester** total credits **Second Semester** total credits**Third Semester** total credits**Fourth Semester** total creditsSource: General Catalog 20xx – 20xx pg. xx |
|  **Program Courses and Enrollment** |
| This section lists courses offered in the program, including number of sections, course enrollment, section fill rates, and redundancy of courses across the institution. |
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|  **Program Faculty** |
| This section reports the faculty of the program, including full-time and part-time faculty. The degrees held and rank are provided for the full-time and part-time faculty. Finally, provide the faculty student ratio for the program. |
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|  **Program Indicators** |
| This section provides the data for analyzing the extent to which the program has achieved the established outcomes and criteria. This is the most important part of the program review. The data that will be collected and evaluated are the following: |
| Program data are found under each program on the college website: <http://www.comfsm.fm/?q=program-assessment>  |
|  **Analysis** |  |
| **Findings**This section provides discussion of information discovered as a result of the evaluation such as problems or concerns with the program and what part of the program is working well and meeting expectation. |  |
| **Recommendations**This section provides recommendations from the program on what to do to improve or enhance the quality of program and course learning outcomes as well as program goals and objectives. This section should also include suggestions that describe how the program might be able to create opportunities for a better program in the future. Some examples are exploring alternate delivery mechanisms, forming external partnerships, or realigning with other programs. |  |