

The Program Review Process at Chicago State University

All programs at Chicago State University are reviewed on a cyclical basis, every five to eight years. Please see the attached schedule through 2015. Programs up for review are notified at the end of September or the beginning of October each academic year that their programs will be under review in the spring. Department Chairs of the programs under review and their Deans receive the Program Review Report Guidelines and data tables. In March of each academic year, the Program Review Committee is convened. This committee meets every week or every two weeks until all programs on the year's schedule have been reviewed. The committee then makes its recommendations. There are three possible recommendations:

1. The program is in good standing.
2. The program has been flagged for priority review.
3. The program's enrollment should be suspended.

Each member of the Program Review Committee indicates which of the three recommendations she or he makes for each of the programs under review. This information is given to the Provost and President, along with the full Program Review Reports.

Programs recommended for priority review may have several options. They may be asked to resubmit a report in a year or two years that demonstrates that they program has addressed identified weaknesses. They may be given a particular goal to meet for enrollment or the number of degrees conferred within a particular time frame. The options are developed in consultation with the program Chair, the Provost, and the President.

Programs recommended for elimination are forwarded to the Program Elimination Committee, whose members are elected by the Faculty Senate and appointed by the Union. The Office of Academic Affairs convenes the committee and provides all available data on the program to the committee. When the Program Elimination Committee has completed its deliberations, it makes a recommendation to the Provost and President. The President, with the Board of Trustees, makes the final decision.

College deans may ask that particular programs be put on the Program Review schedule. In order for a program to be put on the spring schedule, the request must be made early in the fall semester, so that the affected programs have the time to gather data on the program and to prepare their Program Review report. Deans may not eliminate programs within their colleges without going through the Program Review and Program Elimination processes, which are contractually determined.