

# Review of Departments, Schools, or Programs SDSU Senate (extracted September 5, 2023)

1.0 An academic review (a) shall assist a department, school, or program in improving its instructional, research, and professional programs, (b) shall review how the faculty have used their resources, (c) shall evaluate the quality of degree programs, (d) shall chart the direction of growth, (e) shall elucidate need for further support, and (f) shall examine the academic health of the unit. The review shall assist in department, school, or program planning and in requests for new degrees and programs. The contents and format of the academic review shall be aligned with those for academic plans.

## 2.0 Review Panel

2.1. Normally each department, school, or program shall be reviewed periodically by an appropriate panel. The faculty of the unit shall be consulted by their dean in selecting the panel members. The panel shall comprise faculty from other appropriate universities and institutions and from related departments or schools at San Diego State University. Panel members shall be acceptable to the unit.

2.2. The review may be coordinated and integrated with an accreditation; if, however, an accreditation visit has occurred within about a year, the academic review panel may choose to accept or augment the accreditation report. The academic review shall involve the cooperative efforts of the department, the college dean, the Associate Vice President for Curriculum, Assessment, and Accreditation, Dean of the College of Graduate Studies. The Provost shall assign the responsibility to coordinate an academic review to the Dean of the College of Graduate Studies, to the Associate Vice President for Curriculum, Assessment, and Accreditation or to another administrative officer.

## 3.0 Self-Study

3.1. After a panel has been constituted, the department, school, or program shall be notified and arrangements shall be made for a visit at a mutually agreeable time. The deans shall see that the administration and faculty provide a self-study following guidelines distributed by the office of the Provost. The self-study may include other relevant information as members of the panel may request. Student participation in the review shall be provided by interviews, surveys, class visitations, or other appropriate means.

3.2. At least two weeks before the panel convenes on campus, such data shall be provided to the panel, the Provost, the Dean of the College of Graduate Studies, the Associate Vice President for Curriculum, Assessment, and Accreditation, the dean of the college, and appropriate members of their staff.

4.0 Agendas shall be established by appropriate administrators.

## 5.0 Report

5.1. The panel shall be requested to submit a report or reports to an appropriate administrator.

5.2. All reports connected with the review shall be confidential and shall not be released without permission of the department, school, or program. Excerpts or summaries of the review documents shall be released by the college dean or the Dean of the College of Graduate Studies or the Associate Vice President for Curriculum, Assessment, and Accreditation only after consultation with the department, school, or program for use by curriculum committees or as required by the Chancellor's Office or state officials.

6.0 The department, school, or program shall be given an opportunity to respond to the panel's report, after which the administration and faculty shall meet to discuss the report.

## 7.0 SDSU Imperial Valley

7.1. An overall review of SDSU Imperial Valley programs, facilities, and Master Plan shall be conducted approximately every five years. The review panel shall include members of the San Diego campus Committee on Academic Policy and Planning, other appropriate members of the San Diego campus, and persons external to the University.

7.2. Within two years of the completion of the overall review, each academic degree (major, minor, and graduate) on SDSU Imperial Valley shall be reviewed by a panel of faculty members from relevant academic areas on the San Diego campus and members external to San Diego State University from institutions with similar demographic features and academic programs. This review shall assure that program content and quality are as similar as possible.

7.3. Academic reviews of San Diego campus degree programs shall include in the self-study systematic written descriptions of the same degree programs at SDSU Imperial Valley. In addition, faculty members and students from SDSU Imperial Valley shall be invited to the San Diego campus for participation in the reviews.

7.4. Reviews described in sec. 7.2 shall be held periodically to assure comparability between the academic degree programs of the two campuses.