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|  | Self-Study Section | Substantive Point |
|  | 1. Response to Previous Recommendations | Program includes previous recommendations *and* explains actions taken since last review. |
|  | 1. Program Overview | Program provides complete description of requirements, delivery modes, and any collaborations. |
|  | 1. Achievement of Student Learning Outcomes (SLO) | Program explains how well students meet or do not meet student learning outcomes. |
|  | 1. Assessment for Improvement | Program describes program improvements based on assessment of SLOs. |
|  | 1. Curriculum Map | Program includes a detailed and clear curriculum map. |
|  | 1. Assessment Reports | Program includes detailed, effective assessment reports. |
|  | 1. Program Enrollment | Program discusses program enrollments and trends (25 UG students is the minimum enrollment before sustainability issues arise.) |
|  | 1. Student Recruitment Planning | Program presents a student recruitment plan. |
|  | 1. Clear Advising Process, Materials, & Rationale | Program explains their advising process—program provides materials to students & explains rationale for approach. |
|  | 1. Orientation & Welcome of Students | Program describes effectiveness of efforts to welcome, orient, & retain students. |
|  | 1. PD Opportunities & Resources for Students | Program describes efforts to professionalize students and provides sufficient resources for students (including, for example, internships, practica, etc.). |
|  | 1. Time to Degree Trend | Program discusses time to degree trend. |
|  | 1. Retention Rate Trend | Program discusses retention trends. |
|  | 1. Graduation Rate | Program discusses graduation rate and trends (40% is the WKU threshold). |
|  | 1. Degrees Awarded | Program discusses degrees awarded & degree awarding trends (9 is the WKU threshold before sustainability concerns arise). |
|  | 1. Degree Completion Efforts | Program describes efforts to improve degree completion and time to degree if needed. |
|  | 1. Employment & Post-Graduation Outcomes | Program provides results and if needed plans to improve employment and post-graduation outcomes. |
|  | 1. Workload | Program provides detailed narrative regarding both the positive and negative impact of workload and utilization, as well as specific strategies for improvement. (60% of SCHP taught by FT Faculty is the threshold before staffing sustainability is an issue. 250 SCHP/FT Faculty is the threshold before sustainability is an issue. |
|  | 1. Research/Creative Activity and Service | Program provides detailed narrative regarding the positive and negative impact of scholarly productivity and service outcomes, as well as strategies for improvement. |
|  | 1. Facilities | Program evaluates the quality of facilities and explains their program impact. |
|  | 1. Alignment with WKU Mission/Strategic Plan | Program explains alignment with mission/strategic plan. |
|  | 1. Alignment with CPE/KY Mission/Strategic Plan | Program explains alignment with mission/strategic plan. |
|  | 1. Colonnade (if applicable) | Program explains contributions to Colonnade, including narrative discussing evaluation of past courses, enrollments, efficiencies, and planned changes. |
|  | 1. Goals, Metrics, & Targets | Program clearly identifies realistic but aspirational short- and medium-term goals and metrics and targets to measure success. |
|  | 1. Analysis & Reflection | Program offers thoughtful reflection and detailed recommendations regarding program’s future. |