PROPOSED SELF-STUDY NARRATIVE

The department self-study narrative is an opportunity for the department to reflect on how it and the various programs in the department, align their mission and purpose with the New Mexico State University land-grant mission and institutional strategic planning (A New Era of Excellence through Partnership: Building the Vision). The narrative should demonstrate reflective study and interpretation of data, program structure & operations, unique contributions of the department to the institution, student learning, program strengths, opportunities for improvement and/or growth, and future direction of the department.

Departmental Profile

Please provide the history, context, organizational structure and program degrees and curricular offerings of your department, in the context of the institution, including:

- Alignment of program goals to the institutional mission and strategic planning
- Extent that programs have attained the goals and objectives set in the previous cycle (as applicable)
- Support of the departmental and program mission(s) through planning and budgeting priorities
- Continuous planning and evaluation processes and cycles
- Recognition and value of diversity of program learners, constituencies, and society at large

Value

Please address how your department adds value to students, the institution, and society at large, through:

- Value to Community
  - Demonstrated student need and employer demand for programs
  - Clearly stated goals for student persistence and completion that are appropriate to the mission, the student population, and the educational offerings
  - Clear and transparent communication to the public with regard to programs, requirements, costs, and accreditation
  - Cost effectiveness and departmental efficiency
- Value through Learning
  - General education courses that are coherent, rigorous, and contribute to successful attainment of student learning outcomes in general education
  - Demonstrated value for life-long learning, such as the production of scholarship and creation of knowledge through basic and applied research; scholarship and research that is used to stimulate organizational and educational improvements; and continuous professional development
- Value through Collaboration
  - Involvement of faculty in cross-campus or interdisciplinary initiatives
  - Services the department and faculty provide to the discipline, the university and beyond
  - Relevant partnerships that contribute to A New Era of Excellence through Partnership: Building the Vision

Quality

Please discuss how your department provides evidence of and demonstrates quality through:

- Program
  - Assessment of program strengths and areas for improvement
  - Comparisons to regional and national standards
  - Enforcing departmental policies regarding academic honesty and integrity
  - Courses and programs that are rigorous, current, and relevant regardless of delivery location or course delivery methods (distance delivery, on-line environment or face-to-face)
• Faculty
  o Productivity and qualifications of the faculty
  o Profiles and distinctions of faculty and students
  o Faculty engagement in and documentation of scholarly teaching
  o Valuing and supporting effective teaching

Student Learning
Please reflect on how your department uses evidence of student learning to guide strategic planning and resource allocation, and to demonstrate fulfillment of its educational mission, including:
  • Clearly defining learning objectives at the program and course level
  • Communicating learning objectives in consistent and meaningful ways to students and other constituents
  • Using direct measures of student learning
  • Assessing curriculum and its impact on student learning
  • Generating student awareness of and involvement in the assessment process
  • Using evidence of student learning to guide decision-making
  • Providing evidence of faculty engagement in meaningful assessment of student learning
  • Considering the impact of student organizations on student learning
  • Assessing program contributions to learning in general education & the baccalaureate experience

Planning for the Future
Please identify your future plans, based on the careful reflection of evidence established through the self-study process, including:
  • Authentic and transparent consideration of current departmental state of affairs
  • Assessment of program strengths and challenges
  • Identified areas for development and/or change
  • Local, national and international trends in the discipline, technology, demographic shifts, and potential impact of fluctuations in enrollment and/or the economy
  • Opportunities for future development
  • Planned distribution of resources to align and continue to enhances capacity to fulfill the mission
Appendix D – Academic Program Review
Self-Study Assessment Summary

**Self-Study Chair**
Comments:

Self-Study Chair Signature: ____________________________ Date: __________

**Department Head**
Comments:

Dept Head Signature: ____________________________ Date: __________

**Dean**
Comments:

Dean Signature: ____________________________ Date: __________

**Internal Review**
Comments:

APR Facilitator Signature: ____________________________ Date: __________

**Provost**
Comments:

Provost Signature: ____________________________ Date: __________