**Format for Reports on Periodic Review of Academic Programs**

|  |
| --- |
| **SECTION I: PROGRAM AND INSTITUTION DEMOGRAPHICS**1. **Institution**:
2. **Title of the Program reviewed**:
3. **Academic Department and College / School:**
 |
| **SECTION II: EXTERNAL REVIEW PROCESS**1. **Year in which the program review process was completed:**
2. **Regional or Programmatic Accreditation Self-Study Review: \_\_\_\_\_\_Yes \_\_\_\_\_\_No. If Yes, indicate accrediting organization:**
3. **Name(s) and Affiliation of External Reviewer(s):**
 |
| **SECTION III: ENROLLMENTS AND DEGREES AWARDED FOR EACH OF THE PAST FIVE YEARS IN THIS PROGRAM**1. **Enrollment:**

|  |
| --- |
| **Undergraduate Enrollment**  |
| **2013** | **2014** | **2015** | **2016** | **2017** |
|  |  |  |  |  |

|  |
| --- |
| **Graduate Enrollment**  |
| **2013** | **2014** | **2015** | **2016** | **2017** |
|  |  |  |  |  |

1. **Degrees Awarded:**

|  |  |
| --- | --- |
|  **Undergraduate** | **Degrees Awarded**  |
| **2013** | **2014** | **2015** | **2016** | **2017** |
| **Bachelor’s** |  |  |  |  |  |

|  |  |
| --- | --- |
|  **Graduate**  | **Degrees Awarded**  |
| **2013** | **2014** | **2015** | **2016** | **2017** |
| **Master’s** |  |  |  |  |  |
| **Doctorate** |  |  |  |  |  |
| **Certificates** |  |  |  |  |  |

**SECTION IV: SUMMARY OF THE INTERNAL AND EXTERNAL REVIEW**1. **Summary of internal self-study review findings.**
2. **Summary of external review recommendation(s) for action. If a regional or programmatic accrediting organization provided the external review, please indicate the organization and the context in which the review occurred.**
 |
| **SECTION V: DEPARTMENTAL / COLLEGE OR SCHOOL / INSTITUTIONAL ACTION PLAN** 1. **Summary of action plan to address recommendation(s):**
2. **Mechanism for follow-up and assessing the progress of the recommendation(s).**
3. **Low enrollment and low degree productivity programs: \***

**a) Identify the special circumstances that impact low enrollment and/or low degree productivity in this program;****b) Briefly explain why this program with low enrollment and/or low degree productivity should be continued at this time (i.e. its connection or support of another program); and** **c) State clearly the plan and progressive timelines to increase enrollment and/or degree productivity in this program such that it remains viable.** **\*Please complete this information if the program has demonstrated low enrollment and/or low** **degree productivity during the review period.**   **MHEC Definition ofLow Degree Productivity:** **Bachelor’s: < 5 in most recent year or a total of 15 in last three years** **Master’s: < 2 in most recent year or a total of 6 in last three years** **Doctorate: < 1 in most recent year or a total of 3 in last three years** |
| **SECTION VI: INSTITUTION SUBMISSION INFORMATION****Submitted by:****Date of Submission:****Contact Information:**1. **Name:**
2. **Email:**
3. **Office Phone:**
 |