



Academic Program Review: June 1, 2004–May 31, 2005

Unit:

Department of Modern Languages and Literature

Part III Academic Program Review

Instructions:

1. Complete this section if the review of one or more programs in your department was completed during 2004-2005 **OR** if one or more of your programs did not address recommendations received in previous years.
2. Copy and paste to add another program and table or additional rows for recommendations.
3. Insert additional rows or delete extra rows in tables as needed.

Undergraduate Program:

Spanish

Program Review Committee Recommendations	Responses to Recommendations (Describe changes or improvements.)
1. Develop and implement a formal process for periodically evaluating the curriculum in the Undergraduate Spanish Program and documenting any changes to improve the curriculum. (6c)	Appointed discipline-specific committees, i.e., Literature Committee, Linguistics Committee, Basic Language Committee, Heritage Language Committee to develop a formal evaluation process.
2. Develop, implement and evaluate regularly an orientation program for majors and minors that will enhance the recruitment and retention efforts of the Undergraduate Spanish Program. (11c)	
3. Systematically evaluate the advisement process for the Undergraduate Spanish Program and document how the results of the evaluations are used to improve the process. (12c)	
4. To support strategic planning efforts by the department, develop a unique mission statement for the Undergraduate Spanish Program or address the mission of the undergraduate program within the context of the current mission statement for the department. (39a)	Developed a unique mission statement for the Department.
5. Develop goals specific to the Undergraduate Spanish Program. (39b)	
6. Develop and implement a formal planning and evaluation process. (40)	
7. Systematically assess and document the progress of the Undergraduate Spanish Program in achieving its goals. (41)	
8. Address in its strategic plan some or all of the developments envisioned	

Annual Assessment Report, Part III, June 1, 2004–May 31, 2005

Program Review Committee Recommendations	Responses to Recommendations (Describe changes or improvements.)
by the Undergraduate Spanish Program in the next five years. (42i)	
9. Systematically document how the results of evaluations of instruction in the Undergraduate Spanish Program are used to improve teaching effectiveness. (43c)	
10. Develop and implement a mechanism for systematically measuring the performance of its graduates to determine the strengths and weaknesses of the Undergraduate Spanish Program. (45)	Developed student learning outcomes assessment in 2004. Implemented SLO assessment in 2005.

Graduate Program:

Spanish

Program Review Committee Recommendations	Responses to Recommendations (Describe changes or improvements.)
1. Ensure that the information provided for the Graduate Spanish Program in the <i>Graduate Catalog</i> is current and complete. (2)	Waiting for Catalog.
2. Develop and implement a formal process for periodically evaluating the curriculum in the Graduate Spanish Program and documenting any changes to improve the curriculum. (7c)	Appointed discipline-specific committees, i.e., Literature Committee, Linguistics Committee, to develop formal evaluation procedure.
3. Periodically assess the needs of the community in the service region as well as the needs of the students in continuing their education and consider any modifications to the Graduate Spanish Program to meet those needs. (9b)	
4. Develop and implement strategies for recruiting and retaining students in the Graduate Spanish Program and review the effectiveness of the strategies on a regular basis. (10b)	
5. Evaluate regularly the effectiveness of the orientation process for students in the Graduate Spanish Program. (12c)	
6. Develop and implement procedures for the training of advisers in the Graduate Spanish Program. (13a)	
7. Formalize the advisement process for students in the Graduate Spanish Program, systematically evaluate the advisement process, and document how the results of the evaluations are used to improve the process. (13c)	
8. Provide more opportunities for academic achievement by students in the Graduate Spanish Program and develop record-keeping procedures for student achievements. (20)	
9. To support strategic planning efforts by the department, develop a unique mission statement for the Graduate Spanish Program or address the mission of the graduate program within the context of the current mission statement for the department. (39a)	
10. Develop goals specific to the Graduate Spanish Program. (39b)	

Annual Assessment Report, Part III, June 1, 2004–May 31, 2005

Program Review Committee Recommendations	Responses to Recommendations (Describe changes or improvements.)
11. Develop and implement a formal planning and evaluation process. (40)	
12. Systematically assess and document the progress of the Graduate Spanish Program in achieving its goals. (41)	
13. Address in its strategic plan some or all of the developments envisioned by the Graduate Spanish Program in the next five years. (42i)	
14. Systematically document how the results of evaluations of instruction in the Graduate Spanish Program are used to improve teaching effectiveness. (43c)	
15. Develop and implement a mechanism for systematically measuring the performance of students who have graduated to determine the strengths and weaknesses of the Graduate Spanish Program. (45)	