

## Systematic Program Review

**Name of Unit: Department of Rehabilitation**  
**Reporting Official: Thomas Shefcik**

### Item 1

Is your program (undergraduate, master's or doctoral program, academic support unit, service unit, center, administrative/staff department/unit) currently reviewed on a regular basis (e.g., annually, biennially, every 5 years)? Examples of systematic review include, but are not limited to: academic program review, internal audits, external accreditation, external review by a consultant, peer review, etc.

Yes     No

*If "YES", go to Item 2. If "NO", check that box and return form to OIRE.*

### Item 2

Type an "X" next to the type(s) of program review that applies to your unit, the date of your last review and the date of the next expected review:

	Date of	Date of	
	last review	next review	
<input checked="" type="checkbox"/> academic program review	2001	not scheduled	
<input type="checkbox"/> internal audit	_____	_____	
<input checked="" type="checkbox"/> external accrediting agency	2002	2010	
<input type="checkbox"/> external consultant	_____	_____	
<input type="checkbox"/> peer review	_____	_____	
<input type="checkbox"/> other: _____	_____	_____	

### Item 3

**Describe how your unit has used/is using the findings/recommendations from its last review to improve the effectiveness of the unit. Include references to goals or objectives listed in recent planning documents, and examples of the use of assessment to improve your programs/services.**

In 2001-2002 the Council on Rehabilitation Education reviewed the graduate Rehabilitation Counseling Program. The program was accredited for the maximum of 8 years. However there were 2 conditions. The two conditions were:

1. By May 1, 2003, the Program shall provide evidence that students receive one hour per week of individual supervision by a Certified Rehabilitation Counselor during their internship. (D.4)
2. By May 1, 2003, the results of the evaluation of the mission and objectives shall be communicated to institution administration with corresponding recommendations for further improvement, modification, and/or changes documented, and communicated to CORE as part of the Self Study. (B.3)

The Graduate program responded to each condition as follows:

1. Documentation of internship supervision via a form signed by the students in this course was submitted to the accrediting authority by May 1, 2003 and was approved the Council on Rehabilitation education on July 17, 2003.

2. Documentation via a written response from the Provost, Associate Vice President for Academic Affairs and the Dean of the college of Health Sciences and Human Service was submitted to the accrediting authority and approved by the Council on Rehabilitation education on July 17, 2003.

The Program Review Committee Report from February 2001 for the Undergraduate Program made the following recommendations:

1. Publish its mission statement and goals in the Undergraduate Catalog.
2. Develop written goals for the undergraduate program and periodically review and document the achievement of those goals.
3. Develop and implement a formal planning and evaluation process that systematically assessed the progress of the undergraduate program in achieving its goals.

The 2002-2003 Department of Rehabilitation Annual Assessment Report documented the Department's response to each recommendation as follows.

1. Completed in the Spring 2002 and published in the 2002-2004 *Undergraduate Catalog*.
2. Completed and included in the Strategic Action Plans of 2002-2003 & 2003-2004 and the Strategic Plan of 2003-2008.
3. Completed and included in the Strategic Action Plans of 2002-2003 & 2003-2004 and the Strategic Plan of 2003-2008.