

Office of the Provost

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Please note, the above outline is a _____ outline only - units should feel free to customize their Self-Study as needed. We encourage units to leverage the data profile and faculty survey results provided by the Office of the Provost when writing the Self-Study. The APR team is also happy to provide a sample Self-Study to Chairs, by request.

The department should open the Self-Study with a 1–2-page overview of the Self-Study's themes and any key takeaways.

- A brief overview of the history of the department, noting any major recent changes since the last review. The department should feel free to leverage the prior review materials, if available, to help support this historical narrative. This section should not be overly lengthy.
- The current organization of faculty in the department, referencing the current faculty headcount, and any future hiring plans/strategy, as well as any comments on trends in faculty count/hiring since the last review. Note any unique ways that faculty are organized among sub-groups/research disciplines.
- Note any impending retirements and how this will impact the department.
- Describe the department's current approach to governance, i.e., how decision-making operates through committees, current policies, etc.
- Describe what faculty service looks like across the department and how service assignments are determined.
- Note any reflections on the strengths and opportunity areas of the current governance model, and how the current approach supports the department's mission/goals.
- Describe the current staff/administrative structure in the department, and how faculty and staff work together to support the department's operations. Note any strengths and/or challenges of the current staffing model.

- (As relevant) The undergraduate education programs in the department, with a high-level overview of the curriculum and intended learning outcomes for undergraduate education, broadly, within the department. Note any strengths and opportunity areas of the current approach to undergraduate teaching and learning. Leverage the Data Profile to comment on undergraduate student course evaluations and survey results, as well as any reflections on student career outcomes. Flag any anticipated changes to curriculum in coming years.
- (As relevant) The graduate education programs in the department, with a high-level overview of the curriculum and intended learning outcomes for graduate education, broadly, within the department. Note any strengths and opportunity areas of the current approach to graduate teaching and learning. Leverage the Data Profile to comment on

