

# Student Life Program Review External Committee Guide

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## External Program Review and Site Visit (0 to 30 days after visit)

The External Review Committee, as experts in the field, will be encouraged to evaluate the unit in its national context and provide insight and feedback on issues and trends particular to the unit operations under review. The external reviewers will receive and study the Unit Self-Study Report and corresponding materials in advance of their site visit.

The site visit should span a two- to three-day period to allow sufficient time for the reviewers to meet with unit staff, administrators, faculty, students and others; to visit facilities; and to meet as a review team to discuss points that will be included in their analysis. Virtual site visits are possible, which will be decided by director of unit under review, relevant AVP and Program Review Coordinator(s).

At the conclusion of their visit, the External Review Committee will meet with the director of unit under review, relevant AVP and unit personnel to share their initial observations. Within 30 days of their visit, the external reviewers will be asked to provide a written assessment of the strengths, limitations, operational practices, leadership and opportunities for the unit. This report will be sent to the Program Review Coordinator(s).

