

Graduate Council Reviews' Guide

This list of questions is designed to assist the two Graduate Council reviewers in their evaluation of the program's APR (Five-year Review) and in the discussion with the report writer to prepare for the full Graduate Council review. Reviewers are also encouraged to use the "Graduate Program Performance Goals" to assist in the review process as well.

- A. Are there glaring omissions or problems with the proposal or any of its aspects? Is the document clear, organized and thorough?
- B. Does the proposal take into account present resources? Is the explanation sufficient for the funding of equipment, facilities, and staff?
- C. How does the proposal compare to precedent and established policy?
- D. Does the proposal create possible redundancies or affect the effectiveness of existing programs?
- E. Additionally, if the proposal appears to use courses and/or resources from other departments, have those departments been consulted and what are the results of these consultations?
- E. Are requirements (especially units) too high/low? Are there hidden prerequisites or unstated admissions requirements?
- F. Can the program be completed within a reasonable time?
- G. Is the proposed coursework at the appropriate level of instruction?
 - graduate programs should be 60% graduate (600 level or above); 75% for certificate
 - no more than 10 units of CR/NC
 - appropriately rigorous and well-managed culminating experience?
- H. Is the proposal consistent with the Goals and Mission of the C.S.U. and CSUC? (diversity, sustainability, internationalization, etc.)
- I. How does this proposal address accreditation requirements for the discipline?
- J. How does this program compare to others in the CSU or region?
- K. What careers are associated with this curriculum, and how does the program correlate with the demands of these professions?
- L. Are grant or contract possibilities and support of graduate students described in relation to this curriculum?

M. What possibilities and plans exist for internships related to the program?

N. What assessment measures are used in this program? What are the results, if any?

O. Will the program be in demand by sufficient numbers of students? Are admissions criteria and recruitment thoroughly addressed for new programs?