Western Illinois University

New Program Progress Report: 2019–2020

> ➢ ***April/May:*** *Department submits (electronically in Microsoft Word) to Dean*

> ➢ ***June 5:*** *Dean submits (electronically in Microsoft Word) to Associate Provost for Undergraduate and Graduate Studies*

<u>By April/May (date to be determined by the dean)</u>, the department will submit the New Program Progress Report to its dean. The New Program Progress Report should consist entirely of concise statements in bullet form providing:

1. Description of the original degree program/certificate proposal, including original approval date, goals and objectives of the program, projected enrollments, desired student learning outcomes, special requests for equipment/faculty/library resources, etc.
2. Description of actions taken since the creation of the program, including instructional resources and practices, and curricular changes.
3. Description of major findings (strengths and weaknesses) and recommendations, including evidence of learning outcomes and identification of opportunities for program improvement.
4. Description of actions to be taken as a result of this review, including instructional resource and practices, and curricular changes.

Report Length: 2-3 pages.