NWCCU ACADEMIC DEPARTMENT SELF-STUDIES

I. One-two page summary (To be included in the university self-study)
   A. Description
   B. Analysis and assessment
   C. Challenges and recommendations
   Format: Times New Roman 10, two columns, 3rd person

II. Self Study
    A. Overview of department
    B. Undergraduate and graduate academic programs
       1. Degrees offered
       2. Data
          i. # of majors
          ii. # of degrees awarded
          iii. # of student credit hours
       iv. Student demographics
       v. Retention and graduation rates
    3. Analysis and assessment
    4. Challenges and recommendations
    C. Faculty
       1. Data
          i. Number
          ii. Degrees and rank
          iii. Faculty demographics
          iv. % with terminal degrees
       2. Research/creative activity productivity
       3. Extension/service productivity
       4. Analysis and assessment
       5. Challenges and recommendations
    D. Support services
       1. Data
          i. Staff
          ii. Operating budgets
          iii. Facilities
       2. Analysis and assessment
       3. Challenges and recommendations

III. APPENDIX I: Faculty Vita (Summer, 2007)
IV. APPENDIX II: Course Syllabi (Summer, 2007)

FORMAT
1. Self-study should be 15 -30 pages long plus appendices, depending on the size and complexity of the department.
2. Final year of data will be Fall, 2006. Five years of data provided by AAA.
3. Most of the self-study pages should be used for analysis and assessment.

TIMELINE
Department self-study: Start Feb 1, 2006
Finish Feb. 1, 2007