

Stony Brook Program Review External Reviewer Report

This report was prepared by: [names, titles, institutional affiliation]

Purpose: We value your feedback on the [program name] department's goals, challenges, and strategies for maintaining its reputation for excellence in research, teaching, and service. As we advance priorities in our University [strategic plan](#) to transform teaching and learning, grow our research enterprise for impact, and serve communities as a flagship, your candid input regarding practical strategies to position the department for future success is invaluable.

Use the provided headers and bullets to help guide and develop your report. The report should highlight department/program strengths and opportunities for improvement, preferably within 3-5 typed pages.

Executive Summary

This is the external review for [department] during the [academic year]. The site visit was conducted on [date] and was prepared by [name of reviewer(s)].

1. General Observations
2. Provide your overall impressions of the Program.
3. Discuss areas of strength
4. Discuss opportunities of improvements
5. Provide recommendations for how the program can move forward.

In addition to the executive summary, for the following key bulleted areas, please discuss areas of strengths and opportunities of improvement. If these aspects have been thoroughly addressed in the executive summary, it is unnecessary to repeat the information within each section.

- **Faculty and Staff Resources**
- **Diversity, Equity, Inclusion**
- **Department/Program Student Credit Hour Activity**
- **Teaching and Mentoring**
- **Faculty Development**
- **Research, Scholarly, and Creative Activities (when appropriate)**
- **Financial Information**
- **For each program**
 - Degree/certificate program requirements
 - Student Learning Assessment
 - Applications, Admission, and New Enrollments
 - Enrollment and Retention
- **For Graduate Programs Only**
 - Time-To-Degree
 - Graduate Outcomes (earnings, graduate school placements, etc.)