

Faculty Committee on Program Review - Annual Report

Joanne E. Fortune, Chair

June, 2004

History: The Faculty Committee on Program Review (FCPR) was created by the Faculty Senate in 1996 to implement the regular reviews of departments that were mandated by President Rawlings. In its first three years, when Peter Stein chaired the committee, procedures and guidelines were put in place and a cycle of reviews was planned that includes the entire university. In January 2001, Stephen Hamilton was appointed as Chair. Under Steve's guidance the FCPR worked to standardize and streamline its guidelines and procedures, including the posting of a revised format for self studies. I became Chair in January 2003. After Maureen Updike joined e-Cornell, Kristin Canger was given the responsibility for staff support of the committee and for maintaining the "historical" record of the reviews.

Accomplishments and Obstacles: During the past year, 10 reviews were actively "in progress" (Appendix I). The site visits by the external review team (ERT) were accomplished for 6 of them; 2 of the 6 were completed (final report submitted to the Provost), whereas we are currently awaiting one or more reports/responses for the other 4. The remaining 4 reviews are in various stages of preparation for the site visit and should be completed during the coming year. In addition, 27 reviews that occurred before 2003-2004 were brought to completion by the committee; these had not been completed previously because the Dean of the relevant college had not responded to the review (see below). Appendix II summarizes the progress of the first review cycle over its first 7 years and the plans for the next several years. Twelve reviews are planned for 2004-2005 (Appendix II).

2003-2004 was a difficult year for the FCPR because we wrote 29 final reports to the Provost, i.e. we reported on over a third of the departments in the university. Normally, reviews can only be completed when the report of the external review team and the responses of the department and the Dean to the report are received by the FCPR. At that point, the committee writes a one-page summary of the review (final report) and forwards it to the Provost and President, along with the documents submitted by the review team, the department, and the Dean. The failure of Deans (and, in rarer cases, departments) to respond to the ERT reports led to an increasing accumulation of reviews in "limbo", seemingly never coming to completion. In May 2003, the committee discussed possible solutions to this problem and we voted that I should propose to the Provost a mechanism for providing her and President with timely feedback about reviews in the absence of a Dean's response. I wrote to Provost Martin, requesting permission to prepare final reports after a Dean's response was more than 5 months overdue. She agreed and we were then faced with writing all the overdue final reports. The final report is (usually) a one-page summary of the review that highlights the most important aspects of the ERT report and the departmental and Dean's responses to it. It is time consuming and can be intellectually challenging. Thus, FCPR members did about 3 times as much work this year as usual. This highlighted the fact that prompt completion of reviews is necessary to keep the already heavy work load of committee members from becoming overly burdensome, as well as to provide the Provost and President with timely feedback.

The committee appreciated the visit of Dean Walcott to our meeting in February and his assurance that the program reviews are deemed useful by the central administration.

Summary: The conflict over and resistance to the review process that the committee encountered in its first years of operation have been much less evident in recent years. This year we finalized 29 reviews and now have only 3 reviews for which we are still "negotiating" to get Dean's reports. This was a major burden, but next year the work load should return to normal. The next challenge is to complete the first review cycle, which will involve initiating reviews in additional colleges (Law, Johnson School, ILR, and Hotel).

Appendix I

Faculty Committee on Program Review - Summary of 2003-04 Accomplishments

A. Active Reviews

1. Applied and Engineering Physics*
2. Astronomy**
3. The Baker Institute***
4. CU Press***
5. Design and Environmental Analysis*
6. English**
7. Food Science*
8. Materials Science and Engineering**
9. Math**
10. Physics*

*prep. for ERT site visit initiated, **ERT visit occurred, ***review completed

B. Reviews Completed - final report sent to Provost

1. Anthropology
2. Asian Studies
3. Baker Institute
4. Biological and Environmental Engineering (BEE, formerly Ag. & Biol. Eng.)
5. Biomedical Sciences
6. Chemical and Biomolecular Engineering
7. Chemistry and Chemical Biology
8. City & Regional Planning
9. Classics
10. Clinical Sciences
11. Communication
12. Comparative Literature
13. CU Press
14. Crop and Soil Science
15. Economics
16. Education
17. German Studies
18. Government
19. History
20. Music
21. Near Eastern Studies
22. Philosophy
23. Policy Analysis and Management (PAM)
24. Psychology
25. Romance Studies
26. Science & Technology Studies
27. Sociology
28. Textiles & Apparel
29. Theatre, Film & Dance

Appendix II

FACULTY COMMITTEE ON PROGRAM REVIEW REVIEWS COMPLETED, IN PROCESS, AND PLANNED JUNE 2004

| Fiscal Year | Complete | Self Study Phase | Site Visit Concluded [Final Report(s) Pending] | Planned | Total |
|--------------|----------|------------------|---|---------|-------|
| 1997 – 1998 | 4 | - | - | - | 4 |
| 1998 – 1999 | 14 | - | - | - | 14 |
| 1999 – 2000 | 3 | - | 1 | - | 4 |
| 2000 – 2001 | 15 | - | 1 | - | 16 |
| 2001 – 2002 | 8 | - | 1 | - | 9 |
| 2002 – 2003 | 9 | - | - | - | 9 |
| 2003 – 2004 | 2 | 2 | 4 | - | 8 |
| 2004 – 2005 | - | - | - | 11 | 11 |
| 2005 – 2006 | - | - | - | 7 | 7 |
| 2006 – 2007 | - | - | - | 1 | 1 |
| Total | 55 | 2 | 7 | 19 | 83 |

1997-1998

Electrical Engineering
Microbiology (Division of Biological Sciences)
Plant Engineering
Rural Sociology

1998-1999

Agricultural, Resource, and Managerial Economics
Animal Science
Bailey Hortorium (Division of Biological Sciences)
Biochemical, Molecular, and Cell Biology (Division of Biological Sciences)
Computer Science
Ecology and Systematics (Division of Biological Sciences)
Fruit and Vegetable Science (Ithaca), Horticultural Science (Geneva)
Genetics and Development (Division of Biological Sciences)
Linguistics
Neurobiology and Behavior
Nutritional Sciences
Plant Biology (Division of Biological Sciences)
Plant Pathology
Physiology (Division of Biological Sciences)

1999-2000

Communication
Natural Resources
Ornithology

Site Visit Concluded/Final Report(s) Pending:

Theoretical and Applied Mechanics

2000-2001

Agricultural and Biological Engineering
Anthropology
Biomedical Sciences
CIIFAD
Clinical Sciences
Economics
Education
Einaudi Center
Floriculture and Ornamental Horticulture
History
History of Art
Microbiology and Immunology
Psychology
Science and Technology Studies
Sociology

Site Visit Concluded/Final Report(s) Pending:

Art

2001-2002

Chemistry and Chemical Biology
City and Regional Planning
Crop and Soil Science
German Studies
Government
Johnson Museum
Music
Policy Analysis and Management

Site Visit Concluded/Final Report(s) Pending:

Operations Research and Industrial Engineering

2002-2003

Asian Studies
Chemical and Biomolecular Engineering
Classics
Comparative Literature
Near Eastern Studies
Philosophy
Romance Studies
Textiles and Apparel
Theatre, Film, and Dance

2003 – 2004

Baker Institute
Cornell University Press

Site Visit Concluded/Final Report(s) Pending:

Astronomy
English
Materials Science & Engineering
Mathematics

Self Study Phase:

Applied and Engineering Physics
Design and Environmental Analysis

2004-2005

Center for the Environment
Civil and Environmental Engineering
Cornell Institute for Public Affairs (CIPA)
Earth and Atmospheric Science
Electrical and Computer Engineering
Food Science
Hotel Administration
Industrial and Labor Relations
Mechanical and Aerospace Engineering
Physics
Population Medicine & Diagnostic Sciences

2005-2006

Africana Studies
Architecture
Entomology
Feminist Gender and Sexuality Studies
Human Development
Law
Molecular Medicine

2006-2007

Bronfenner Family Life Development Center