

Faculty Committee on Program Review Annual Report, Academic Year 2014-15

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History: The Faculty Committee on Program Review (FCPR) was created by the Faculty Senate in 1996 to implement periodic external reviews of departments as mandated by President Rawlings. Peter Stein chaired the first committee which established procedures, guidelines and the review cycle for the entire university. In January 2001, Stephen Hamilton was appointed as Chair. Under Steve's guidance, the FCPR worked to standardize and streamline the guidelines and procedures, including a revised format for self-studies. Joanne Fortune became Chair in January 2003. With Joanne's leadership, the committee brought to completion a backlog of over thirty reviews that had accumulated because of late reports by deans and department heads. Jim Jenkins succeeded Joanne in January 2005, with the challenge of completing the first cycle of reviews and beginning the second. In September 2007, Brian Chabot was appointed Chair. Under Brian's direction, the schedule for the first cycle of reviews was completed in 2008 and the second-cycle reviews began in 2009. During spring 2009, the FCPR acted in concert with the Provost to temporarily suspend external review site visits both as a budget savings measure and because the immediate financial stress departments were experiencing might perturb the review's intended long-term view. Clif Pollock became Chair in September 2009. While reviewers were suspended, all college Deans were interviewed on the strengths and weaknesses of the external review process, and revised guidelines for the self-study were established. External reviews began again in 2012 using these new guidelines. In December 2013, Geoffrey Coates became Chair. During spring 2015, the Provost approved increasing the regular number of external review team members for every site visit from 3 to 4 reviewers. Kristin Walker continues to provide staff support to the committee and to maintain the "historical" record of the reviews.

Accomplishments: In the 2014-2015 academic year, six FCPR letters to the Provost were completed and sent to the Provost. Seven external review team site visits occurred and the review reporting is in various stages of completion.

Ten departments are preparing for their site visit and their reviews should be completed during the coming year (Appendix I). In consultation with the Deans and Department chairs, the scheduled date of some reviews was adjusted to best fit the time and talent resources of the department. Appendix II summarizes the progress of the first and second review cycles over the past fifteen years.

Challenges: Within a month following the site visit, the external review team submits a written report of their findings. Upon receipt of the external review team's report, the department prepares a written response to the review team's findings and recommendations. The department's response is simultaneously submitted to the appropriate dean and to the FCPR within a month following receipt of the written report of the external review team. Upon receipt of the department's response to the external review team's report, the dean prepares a written response to the external reviewers' findings and recommendations and the department's responses thereto, with appropriate explanations where needed. The dean should submit his or her response to the FCPR within a month of receipt of the department's response.

This year, in particular, we noted that some departments and deans have been slow to submit their responses to the FCPR. Currently, we are waiting for a dean to respond to two external review team reports (and subsequent department responses) that were submitted to the FCPR in the fall of 2013. In response to what seems to be an increasingly common situation, the FCPR has put in place new response prompting procedures. The FCPR administrator sends a reminder email to the department and or dean one week prior to the response submission deadline. If the FCPR administrator does not receive the department's/dean's response by the submission deadline, the chair of the FCPR sends an email to encourage the department/dean to respond. If the FCPR chair's reminder goes unanswered, the ex-officio of the FCPR (who is also a vice provost) will encourage the department/dean to submit their response. If the ex-officio's request goes unanswered, the ex-officio will ask the Provost to encourage the department/dean to respond.

Summary: The committee completed a year in which eleven reviews were active. Six of these reviews are now completed. Four departments have already scheduled their 2015-2016 site visits. Six departments are in the process of scheduling their site visits. The pace of review continues at a rate that will enable a review of all departments within a 7-10 year window. The number of regular external review team members for every site visit was increased from 3 to 4 reviewers.

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Appendix I
Summary of 2014-15 Accomplishments

Active Reviews:

- **Final report sent to Provost, External Review Team visit 2013-2014**
 - Systems Engineering
 - Biological Statistics and Computational Biology
- **Final report sent to Provost, External Review Team visit 2014-2015**
 - Psychology
 - History
 - Fiber Science and Apparel Design
 - Population Medicine and Diagnostic Sciences
- **External review team visit occurred, reporting not completed**
 - Materials Science and Engineering (site visit took place Dec 2013; waiting for Dean's response)
 - Operations Research and Information Engineering (site visit took place Oct 2013; waiting for dean's response)
 - Music
 - Statistical Science
 - Government

Scheduled Reviews 2015-2016:

- Law
- English
- Mathematics
- Food Science

Planned Reviews 2015-2016:

- Electrical and Computer Engineering
- Comparative Literature
- Earth and Atmospheric Sciences
- Mechanical and Aerospace Engineering
- School of Integrative Plant Science (Crop and Soil Science; Horticulture; Plant Breeding and Genetics; Plant Pathology; Plant Biology)
- Policy Analysis and Management

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Appendix II
Reviews Completed, Ordered by Year of External Review Team Visit

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
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
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
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
Astronomy
English
Materials Science and Engineering
Mathematics

2004-2005

Applied and Engineering Physics
Design and Environmental Analysis
Earth and Atmospheric Science
Food Science
Physics
Population Medicine and Diagnostic Sciences

2005-2006

Africana
Civil and Environmental Engineering

Entomology
Family Life Development Center
Law
Mechanical and Aerospace Engineering
Molecular Medicine
Society for the Humanities

2006-2007

Architecture
Electrical and Computer Engineering
Industrial and Labor Relations
Feminist, Gender, and Sexuality Studies

2007-2008

Computer Science
Cornell Institute for Public Affairs
Development Sociology
Ecology and Evolutionary Biology
Human Development (with Cornell Institute for Research on Children)
Linguistics
Molecular Biology and Genetics
Neurobiology and Behavior
Plant Breeding and Genetics
Plant Pathology (Ithaca & Geneva)

2008-2009

Animal Science
Applied Economics and Management
Asian Studies
Hotel Administration
Johnson Graduate School of Management
Laboratory of Ornithology
Psychology
Real Estate
Sociology

2009-2010

Year one of a two-year suspension of Program Review

2010-2011

Year two of a two-year suspension of Program Review
Communication

2011-2012

Chemical and Biomolecular Engineering
Clinical Sciences

History of Art
Microbiology and Immunology
City and Regional Planning
Biomedical Sciences

2012-2013

Biological and Environmental Engineering
Economics
Systems Engineering
Microbiology
Chemistry and Chemical Biology
Art
Natural Resources
Nutritional Science
Science and Technology Studies

2013-2014

Biological Statistics and Computational Biology
Anthropology
Operations Research and Information Engineering*
Baker Institute and Feline Health Center
Molecular Medicine
Romance Studies
Materials Science and Engineering*
Population Medicine and Diagnostic Sciences
History
Fiber Science and Apparel Design

2014-2015

Psychology
History
Fiber Science and Apparel Design
Population Medicine and Diagnostic Sciences
Music
Statistical Science
Government

*External review team visit completed, reports pending