

UNIVERSAL CHARGE TO EXTERNAL REVIEW COMMITTEE⁶

Based upon the department's previous external review, its self-study, and interviews with faculty, students, staff, and the administration, please evaluate the following elements of the department:

1. The overall quality and direction of the research, scholarship and creative activity of the faculty, in comparison with nationally ranked research universities.
2. The overall quality and direction of its graduate programs.
3. The overall quality and direction of its undergraduate programs, including curriculum, teaching, and co-curricular activities.
4. The appropriateness of the level of resource allocation to matters of administrative staffing, equipment, and space.

Program reviews should emphasize the department's plans for growth and improvement of instruction and research, in the context of its current strengths and recent accomplishments. Program reviews should also address any issues of departmental governance that inhibit the conduct of collegial discourse.

I. Department Faculty And Scholarly Direction

1. Please evaluate the overall quality of the research, scholarship and creative activity of the department faculty, in relation to nationally ranked public and private research universities.
2. With respect to faculty renewal and growth, and in the national and international context, are the proposed intellectual directions appropriate and well thought out?
3. Is the overall level of extramural support appropriate for a department of this size and mission?
4. Please comment on the quality and effectiveness of departmental governance.

II. Graduate Program

1. Please evaluate the depth, breadth, and structural coherence of the graduate curriculum.
2. Please evaluate the quality of the instruction in the graduate curriculum.
3. Please evaluate the efficacy and consistency of the qualifying exam and candidacy exam.
4. Please evaluate the quality, diversity, retention rates, time-to-degree, placement, and morale of the graduate students.
5. If the department plans to increase the size of the graduate program, are the plans realistic? Is the average size of the program limited by financial support, number of

⁶ To fit the circumstances of the unit under review, the dean may edit the universal charge. For example, not all departments offer undergraduate or graduate programs and some units do not oversee degree programs. The charge should consider the potential for graduate work or undergraduate programs where none presently exists. The dean should contact the VPAA if there are any questions regarding the charge.

- qualified applicants, availability of faculty resources for thesis supervision, or other constraints?
6. Evaluate the teaching assistant training program, including student assessment.
 7. Please evaluate the quality of colloquium and seminar series.

III. Undergraduate Academic Program

1. Curriculum: Please evaluate the department's curriculum with respect to its minor(s) and major degrees and with respect to service and general education courses. Please comment on the breadth, depth, and structure of the curriculum, including the prerequisite structure.
2. Teaching: Please evaluate the overall quality of instruction in the department. Is the mix of senate (ladder faculty and tenured lecturers), non-senate (visiting faculty, non-tenured lecturers, and graduate teaching fellows) appropriate for the curriculum? Please separately comment on the quality of teaching for service and general education courses, and courses required for the major.
3. Comprehensive exit requirement: UC Santa Cruz requires that students complete a comprehensive examination or thesis project. Please evaluate the effectiveness of the requirement.
4. Advising and mentoring: Please comment on the quality of student advising and mentoring. Are there adequate measures of student satisfaction?
5. Other: please comment on other unique aspects of the undergraduate program, including outreach, tutoring, internships, and other support activities.

IV. Administrative Staffing, Equipment, and Space

Please evaluate the adequacy of the following:

1. Administrative and technical staffing, including staff morale.
2. Department resources for seminars, recruiting, and materials and supplies.
3. Administrative and instructional equipment.
4. Office, laboratory, and administrative space.

V. Other

Please address the specific issues raised in the attached letters from senate committees, the dean, and the vice provost. Also, please comment on any additional items that you feel are relevant to the research, academic, and service mission of the department.