## Appendix F: Review Team Worksheet

Please complete this worksheet by the end of the Site-Visit and use it as a supplement to the Review Team Report to document any findings, shortcomings, or issues relative to the APR Criteria. For each criterion, please designate as Exceeds (E), Met (M), Met With Concerns (MC), or Not Met (NM). Please see below for a description of each:

* E – The criterion response and Site-Visit highlights exceptional efforts/work on the part of the unit.
* M – No shortcomings/issues exist in the criterion response or presented themselves during the Site-Visit.
* MC - The criterion is satisfied, but one or more issues/concerns were not clearly addressed or supported with evidentiary data in the Self-Study Report or during the Site-Visit. This issue or shortcoming may pose a problem in the near future or affect the quality and credibility of the unit.
* NM - The criterion is not satisfied, and requires the unit to provide corrective actions.

For each shortcoming or issue, please summarize the basis of your assessment in the comments column.

**Review Team Members:**

**Unit:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Site-Visit Dates**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **APR Criteria** | **Evaluation Measures**  **(E/M/MC/NM)** | **Comments** |
| 1. **INTRODUCTION & BACKGROUND** |  |  |
| **2. TEACHING & LEARNING: CURRICULUM** |  |  |
| **3. TEACHING & LEARNING: ASSESSMENT** |  |  |
| **4. STUDENTS (UNDERGRADUATE & GRADUATE)** |  |  |
| **5. FACULTY** |  |  |
| **6. RESEARCH, SCHOLARSHIP, & SERVICE** |  |  |
| **7. PEER COMPARISONS** |  |  |
| **8. RESOURCES & PLANNING** |  |  |
| **9. FACILITIES** |  |  |
| **CONCLUSION. STRATEGIC PLANNING** |  |  |