



State University of New York

Memorandum to Presidents

Date: December 31, 1985

Vol. 85 No. 18

From: Office of the Vice Chancellor for Academic Programs,
Policy and Planning

Subject: Undergraduate Academic Program Reviews

To: Presidents, State University of New York

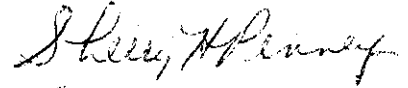
The Board of Trustees has established the policy that there be "rigorous and periodic review of authorized academic programs, conducted through campus-based procedures." That position, which reflects an institutional commitment to curriculum review and to academic quality, has been reinforced recently by a national recognition of the need to insure programs of high quality meeting the needs of students, and of the state and the nation. Memorandum to Presidents, Vol. 79, No. 3, summarized the position of the State University of New York. The basic issues contained in that memorandum are being brought forward once again to emphasize our commitment to academic excellence and to assessments which insure it.

1. A current statement of the procedures followed on your campus for the systematic and periodic review of all undergraduate programs should be filed with the Vice Chancellor for Academic Programs, Policy and Planning. This information, while brief, should indicate (1) the basic objectives of the review, (2) the mechanisms used for evaluation, (3) the principal data sources utilized, (4) the length of the review cycle, and (5) the methods for implementing agreed upon review results.
2. A schedule of program reviews should be filed with the Vice Chancellor for Academic Programs, Policy and Planning and should be updated if modification of the review cycle becomes necessary.
3. Brief review summaries should be sent to the Vice Chancellor for Academic Programs, Policy and Planning annually for those programs evaluated in a given year. These documents need be no longer than one page, and they would include identification of the program, a general statement describing the quality of the program, an indication of any problem or weakness found, and the plans of the campus to address any such problems.

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Thank you for your cooperation.



Sherry H. Penney

This memorandum addressed to:

Presidents, State-operated Campuses
Presidents, Community Colleges
Deans, Statutory Colleges

Copies for information sent to:

President Coll
Vice Provost Spencer