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RISD ACADEMIC PROGRAM REVIEW (APR) VISITING COMMITTEE GUIDELINES

A campus visit by a committee of external peers is a key component of RISD's academic program review process, occurring after a department has completed a program assessment and self-study. The committee's objective is to provide the department with critical insight about the key questions identified in the department's self-study and to offer observations and recommendations that might assist the department to engage in strategic planning for the program.

Each visiting committee has an appointed chair who is responsible for facilitating the committee's work, including gathering questions, requesting specific information or meetings, and building consensus within the committee about the program's strengths and challenges. In a typical visit, the committee will meet with students (undergraduates and graduate where applicable), faculty (full and part-time), technicians, the department head (and grad director if applicable), the dean, and the Vice-Provost.

Each visiting committee must submit a report, which responds to the self-study and its key questions and offers additional observations or recommendations on topics that emerge during its campus visit.

VISITING COMMITTEE REPORT

The report should be no more than ten pages.

1. Title page

Department Name

Date of the Review

Names of the Visiting Committee Members

2. Visit Overview

How, overall, would you characterize your visit and what you learned?

3. State of the Field or Discipline

What are trends that you think are important for the department to acknowledge?

How does this affect what RISD needs to do to prepare students?

4. Curriculum and Assessment

How are degree requirements structured, and are the requirements appropriate?

What is role of elective courses in the curriculum?

What are students learning as they progress through the curriculum?

Are seniors prepared for their final projects?

How would you assess the curriculum vis-à-vis national and international trends in the discipline?

5. Mission and Program Learning Outcomes

The department has reviewed and revised its mission statement and program learning outcomes. Do these seem appropriate and aspirational as a vision for the department?

How do suggested changes to the curriculum, identified in the self-study, align with the department's mission and learning outcomes?

6. Cultural Context of Department

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Does the curriculum meet the needs of the department's student population and reflect their interests and aspirations?

In what ways is faculty expertise valued and supported? How is faculty expertise meaningful for students? RISD has made a strategic commitment to social equity and inclusion. To what extent has the department responded to this commitment and what are the ways it might do so in the future?

7. Departmental Structures and Resources

Are departmental resources (facilities, equipment, staffing, partnerships, external funding, and student support services) adequate to fulfill the departmental mission and vision and to deliver the curriculum?

8. Summary and Conclusions

What are the program's strengths, challenges, and opportunities?

To what extent does the program fulfill the department's mission, the college's mission, and RISD's strategic goals?

Overall, based on the visit, what are the committee's major concerns and recommendations?