University of Houston

Graduate Program Self-Study

(Optional Template- remove any red text in the document before submitting)

Graduate Program Name(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prepared by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reviewed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# EXECUTIVE SUMMARY

Discuss the main findings and results of the program’s self-study.

# A. GRADUATE PROGRAM CHARACTERISTICS

## 1. Student Enrollment

Discuss this trend (5 yr minimum), describe plans for maintaining or increasing enrollment, and set an enrollment goal for the next ten years. ((Data available in ByTheNumbers)

|  |  |
| --- | --- |
| Term | Enrollment |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## 2. Number of Degrees per Year

Discuss this trend (5 yr minimum) and describe goals for degree production and anticipated outcomes for the next ten years.

|  |  |
| --- | --- |
| Academic Year | Number of Degrees |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## 3. Average Time to Degree

Discuss this trend and describe plans to maintain or reduce average time to degree, setting goals and anticipated outcomes for the next ten years. (Data available in ByTheNumbers/StudentSuccess/Graduate Student Dashboards: <https://www.uh.edu/by-the-numbers/student-success/graduate-student-dashboards/>)

|  |  |
| --- | --- |
| Academic Year | Average Time to Degree |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## 4. Graduation Rates

Discuss this trend and describe plans for maintaining or improving the graduation rate in the next ten years. (Data available in ByTheNumbers/Student Success/Graduate Student Dashboards: <https://www.uh.edu/by-the-numbers/student-success/graduate-student-dashboards/>)

|  |  |  |
| --- | --- | --- |
| Entry Academic Cohort | Number of Degrees | % |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## 5. Employment Profile

Describe the profile as well as career counseling and job placement assistance by professional staff and faculty, and discuss the success of these services. Discuss a plan to enhance the employment profile over the next ten years. (Note: Academic Analytics data is available for doctoral programs. Please contact your college Graduate Associate Dean.)

## 6. Admissions Criteria

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Fall xxx | Fall xxx | Fall xxx | Fall xxx | Fall xxx |
| Applied |  |  |  |  |  |
| Admitted |  |  |  |  |  |
| Enrolled |  |  |  |  |  |

## 7. Percentage of Full-Time Students

Discuss the current trend, describe plans for addressing the needs of full-time and part-time students, and set a goal and anticipated outcomes for the next ten years.

|  |  |  |
| --- | --- | --- |
| Term | Enrollment | Full Time % |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## 8. Average Institutional Financial Support Provided

Indicate what type of support is available to the students enrolled in the program and describe a plan to sustain or improve financial support.

## 9. Number of Core Faculty

Indicate plans for adjustments or growth and goals for the next ten years.

## 10. Student/Core Faculty Ratio

Indicate plans for adjustment and goals for the next ten years.

## 11. Core Faculty Publications

Discuss how core faculty members are contributing to the field and community consistent with the program’s mission.

|  |  |  |  |
| --- | --- | --- | --- |
| Calendar Year | Number of Faculty | Number of Publications | Average Publications |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## 12. Core Faculty External Grants

Discuss the program’s role in assisting the institution in its goal of expanding its external funding portfolio.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Calendar Year | Number of Faculty | Number Receiving Funding | Total External Funds | Average External Funds per Faculty |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## 14. Faculty Teaching Load

Discuss faculty workload for graduate instructors in your program, in the context of overall teaching load in the department.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Term | Number of Faculty | Total SCH/year UG | Total SCH/year Grad | Total TLC/year UG | Total TLC/year Grad |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

## 15. Date of Last External Review

Describe the recommendations and outcomes of the last external review.

## 16. External Program Accreditation (if applicable)

Provide name of body and date of last program accreditation review.

## 17. Student Publications/Presentations/Awards

Discuss student scholarly activity and plans to promote it.

## 18. Graduate Licensure Rates (if applicable)

Discuss licensure pass rates and goals for improvement.

|  |  |
| --- | --- |
| Academic Year | Pass Rate |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

# B. ALIGNMENT OF PROGRAM WITH PROGRAM AND INSTITUTIONAL GOALS AND PURPOSES

Discuss the program’s mission alignment with UH’s mission and goals.

# C. PROGRAM COMPARISON TO PEER PROGRAMS

Compare the program’s curriculum and time to completion to peer programs.

# D. PROGRAM FACILITIES AND EQUIPMENT

Describe the quality of current instructional facilities and equipment.

# E. PROGRAM ADMINISTRATION

Describe the structure of the program’s administration and decision-making.

# F. PROGRAM FINANCE AND RESOURCES

Discuss the budget and additional financial resources available to the program.

# G. FACULTY QUALIFICATIONS

Describe expectations for faculty and provide short biographical sketches.

# H. CONTINUOUS IMPROVEMENT

Describe the ten-year plan for outcomes assessment and continuous improvement.