Dear Department Chairs,

Texas Higher Education Coordinating Board in accordance with the requirements of the Southern Association of Colleges and Schools, requires each public institution of higher education to review the quality and effectiveness of existing degree programs and for continuous improvement.

The following seven master’s programs will be reviewed by the Graduate Council's program review committee this academic year:
1. Early Childhood
2. Kinesiology
3. Mechanical Engineering
4. Plant and Soil Science
5. Range and Wildlife Management
6. Reading Specialization
7. Sociology

Please prepare your self-study report (academic years: 2010-2011, 2011-2012, 2012-2013) according to the following criteria established by the Texas Higher Education Coordinating Board and submit to our office on or before January 31, 2014.

According to the THECB guidelines, each program must use at least one external reviewer with the subject-matter expertise and who is employed by an institution of higher education outside of Texas.

Please submit the following three items on or before January 31, 2014:
1. Your master’s program self-study.
2. Your external reviewer results.
3. Department's response to the external reviewer results.

Criteria for the review of master's programs must include, but are not limited to:
(A) Faculty qualifications;
(B) Faculty publications;
(C) Faculty external grants;
(D) Faculty teaching load;
(E) Faculty/student ratio;
(F) Student demographics;
(G) Student time-to-degree;
(H) Student publication and awards;
(I) Student retention rates;
(J) Student graduation rates;
(K) Student enrollment;
(L) Graduate licensure rates (if applicable);
(M) Graduate placement (i.e. employment or further education/training);
(N) Number of degrees conferred annually;
(O) Alignment of program with stated program and institutional goals and purposes;
(P) Program curriculum and duration in comparison to peer programs;
(Q) Program facilities and equipment;
(R) Program finance and resources; and
(S) Program administration.

Info. - Graduate Program Review - THECB:
http://www.thecb.state.tx.us/index.cfm?objectid=FA4EB2D1-9F8B-21A5-7CCA832A66822594

Texas Administrative Code - Rule 5.52:
&p_ploc=&pg=1&p_tac=&ti=19&pt=1&ch=5&rl=52