

**Middle Tennessee State University
Criteria for Selecting External Reviewers for
Academic Program Reviews**

Effective Fall 2004

Program review is an obligation; however, it is also an opportunity for reflection upon and evaluation of our current programs. It allows us to learn how we are viewed by an objective, yet qualified, “outsider.” The reviewer should be someone from whom we can learn what we are doing well and also the steps we can take for improvement. The selection of an external reviewer is one of the most important parts of conducting a successful program review. The criteria listed below were approved by the Deans' Cabinet at Middle Tennessee State University.

Criteria for Selecting an External Reviewer – Academic Program Review

The person recommended must:

1. be located outside Tennessee, and
2. never have been affiliated with MTSU, and
3. have an appropriate terminal degree in the discipline, and
4. hold academic rank of associate professor or professor (professor preferred), and
5. have worked during the past ten (10) years at an institution(s) similar in mission and enrollment to MTSU or in a nationally recognized program we are striving to emulate, and
6. have an outstanding research/creative activity record or special expertise in an area of study to be reviewed at MTSU, and
7. have experience in pedagogical and curricular development in the field; and
8. in the case of a graduate program reviewer, have considerable experience in graduate education.

While not a requirement, prior experience in conducting academic program reviews for programs comparable to MTSU's is desirable.

Approved 9/1/04