

The Graduate Program Review Team

The Graduate School, NC State University

1. *Membership*: The review team consists of three categories of members appointed by the Dean of the Graduate School. They are:
 - a. External Reviewer(s): Selected for expertise in graduate program comparable to the one being reviewed
 - b. Internal Reviewer: Senior member of the Graduate Faculty at NC State in a college other than the one in which the program under review is administered
 - c. Representative of the Graduate School

2. Roles of Reviewers:

External Reviewer(s)

- a. Provides the perspective of a member of the discipline of the particular graduate program under review familiar with academic, research, and administrative issues of the discipline.
- b. Contributes information to the committee, the dean of the college, and the dean of the Graduate School that may be used to compare strengths and weaknesses of the graduate program (i.e., faculty, students, curricula, research, equipment and funding) to those of similar programs nationwide.
- c. Contributes to writing the first draft of the review report before he/she departs and afterward to revising the draft to produce the final report.
- d. Provides information necessary for Graduate School to make flight reservations.

Internal Reviewer

- a. Provides the perspective of senior faculty member at NC State familiar with the institution and the needs and expectations of graduate programs.
- b. Works with other committee members to draft and revise the written report and approves final version of report.
- c. Presents a summary of the findings and recommendations of the review committee at the post-review meeting chaired by the dean of the Graduate School and attended by the provost, the vice chancellor for research, innovation, and economic development, administrators of the college and the department housing the graduate program reviewed.

Representative of the Graduate School

- a. Provides the perspective of the Graduate School, its rules and regulations for graduate education at NC State, and is responsible for improving graduate programs at the university.
- b. Invites external reviewers and oversees the arrangements for their travel and reimbursement.
- c. Coordinates review with college and department that house the program under review.
- d. Works with other committee members to draft and revise the written report.