

Dear Provost (**Name**):

The Academic Support Services and Planning Committee of the Academic Senate has examined the program review documents submitted on behalf of the **(Insert Unit Name)**. This report provides a summary of our conclusions.

1. Summary of key findings contained within the program review self-study

Program Strengths:

Program Weaknesses:

Recommendations:

2. Academic Support Services and Planning Committee’s evaluation of key findings contained within the program review self-study.

* Are program strengths, weaknesses, and improvement plans contained within the program review self-study reasonable?
* Are there potential academic and/or faculty-related implications resulting from identified program strengths, weaknesses, and improvement plans contained within the program review self-study?
* Does the Academic Support Services and Planning Committee have any additional recommendations or considerations for the Provost?

Signatures:

(Name and Title) (Name and Title) (Name and Title)

Date Date Date

(Name and Title) (Name and Title) (Name and Title)

Date Date Date