

Applied Baccalaureate External Review Rubric

Instructions for colleges submitting a BAS degree proposal:

1. As part of completing a program proposal, colleges must select two External Experts to review the program.
2. Reviews should be completed by an independent, third-party person or team with subject/discipline expertise.
3. At least one, preferably two, of these External Expert Reviewers should come from a university level institution, i.e. departmental professor, academic dean or department head. Each Washington public baccalaureate institution has a BAS administrative contact posted on the SBCTC website who needs to be contacted when soliciting an External Expert Reviewer at their university.
4. A second External Expert Reviewer may be a professional/practitioner who works for a private or public organization other than the university.
5. External Expert Reviewers should be instructed by colleges to address the criteria listed in this rubric.
6. Payment for an external review shall not exceed \$1,000 per Expert Reviewer.

Instructions for External Expert Reviewers:

1. External Expert Reviews provide critical feedback to colleges so that they may address potential concerns, issues or criticisms prior to final submission of a program proposal to the State Board of Community and Technical Colleges.
2. Reviewers should be independent, third-party persons or teams with subject/discipline expertise.
3. The goal of a review is to assess the credibility, design, relevance, rigor, and effectiveness of the proposed BAS program.
4. Reviewers should also validate the congruency and consistency of the program's curriculum with current research, academic thinking and industry standards.
5. Reviewers need not provide responses to every criterion listed in the Rubric. If reviewers feel that they cannot adequately address any one of the criteria, they may simply state that this is the case.
6. This form is designed to assist External Expert Reviewers to complete assessments of baccalaureate degree program proposals. External Expert Reviewers are not restricted to the use of this rubric template. Reviewers may choose, instead, to provide a college with a written narrative. In whatever format they choose, reviewers should address the criteria outline in the rubric.
7. Each Washington public baccalaureate institution has a BAS administrative contact posted on the SBCTC website who will be contacted an External Expert Reviewer is solicited at their university.

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College Name:		BAS Degree Title:	
Reviewer Name/ Team Name:		Institutional or Professional Affiliation:	
Professional License or Qualification, if any:		Relationship to Program, if any:	
Please evaluate the following Specific Elements			
1. Concept and overview	Is the overall concept of the degree program relevant and appropriate to current employer demands as well as to accepted academic standards? Will the program lead to job placement?		
	Comment		
2. Degree Learning Outcomes	Do the degree learning outcomes demonstrate appropriate baccalaureate degree rigor?		
	Comment		
3. Curriculum Alignment	Does the curriculum align with the program's Statement of Needs Document?		
	Comment		
4. Academic Relevance and Rigor	Do the core and elective courses align with employer needs and demands? Are the upper level courses, in particular, relevant to industry? Do the upper level courses demonstrate standard academic rigor for baccalaureate degrees?		
	Comment		

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5. General Education Requirements	Are the general education requirements suitable for a baccalaureate level program? Do the general education courses meet breadth and depth requirements?
	Comment
6. Preparation for Graduate Program Acceptance	Do the degree concept, learning outcomes and curriculum prepare graduates to enter and undertake suitable graduate degree programs?
	Comment
7. Faculty	Do program faculty qualifications appear adequate to teach and continuously improve the curriculum?
	Comment
8. Resources	Does the college demonstrate adequate resources to sustain and advance the program, including those necessary to support student and library services as well as facilities?
	Comment
9. Membership and Advisory Committee	Has the program received approval from an Advisory Committee? Has the program responded appropriately to it?
	Comment

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10. Overall assessment and recommendations	Please summarize your overall assessment of the program.
	Comment
Reviewer Bio or Resume Evaluator, please insert a short bio here	