

XXX Program
MEMORANDUM OF UNDERSTANDING (MOU)

This document summarizes the understanding between the Department of XXX, the Office of the Dean of the School of XXX, and the Office of the Provost resulting from the XXX Program Review conducted during the XXX academic year.

This MOU draws from the following documents:

1. Program XXX self-study and action plan dated XXX.
2. External reviewer's report submitted XXX and prepared by XXX, [position/location].
3. [Dean's evaluation, dated XXX]
4. University Program Review Committee (UPRC) memorandum dated XXX.

MOUAP Area 1

[Details]

MOUAP Area 2

[Details]

MOUAP Area 3

[Details]

Assessment

[Brief summary of standing in assessment.] The department is encouraged to follow the university assessment timeline and keep it current. It is expected that the department faculty will ensure that student learning outcomes, for all relevant programs (degree options, GE, etc.), are assessed regularly and the pedagogy is systematically reviewed and revised based on assessment data. The resources committed by the university are predicated upon the fact that assessment is an on-going practice that informs decision making.

Hiring

[Details describe the pre-conditions necessary to consider additional hires.] The department will develop a plan for hires taking into consideration the regional needs, funding opportunities, and the campus initiative of Inclusive Excellence and Equity in order to extend and promote diversity.

Summary

[Brief summary/concluding remarks.]

Table Summarizing MOU by Unit

| | | |
|---|--|--|
| [Enter Academic Year] | | |
| Department | Office of the Dean | Office of the Provost |
| [Description of department obligation] | [Description of associated resources obligated from the Dean] Cost: \$ XXX Source: XXX [e.g., dean, grant, etc.] | [Description of associated resources obligated from the Provost] Cost: \$ XXX Source: XXX [e.g., provost, lottery, cabinet, etc.] |
| | Cost: \$ XXX Source: XXX | Cost: \$ XXX Source: XXX |
| Completion of annual report. | | |
| [Enter Academic Year] | | |
| Department | Office of the Dean | Office of the Provost |
| | Cost: \$ XXX Source: XXX | Cost: \$ XXX Source: XXX |
| | Cost: \$ XXX Source: XXX | Cost: \$ XXX Source: XXX |
| Completion of the annual report and continuation of prior years' goals. | | |
| [Enter Academic Year] | | |
| Department | Office of the Dean | Office of the Provost |
| | Cost: \$ XXX Source: XXX | Cost: \$ XXX Source: XXX |
| | Cost: \$ XXX Source: XXX | Cost: \$ XXX Source: XXX |
| Completion of the annual report and continuation of prior years' goals. | | |
| [Enter Academic Year] | | |
| Department | Office of the Dean | Office of the Provost |
| | Cost: \$ XXX Source: XXX | Cost: \$ XXX Source: XXX |
| | | |

| | | |
|---|-----------------------------|------------------------------|
| | Cost: \$ XXX Source: XXX | Cost: \$ XXX Source: XXX |
| Completion of the annual report and continuation of prior years' goals. | | |
| [Enter Academic Year] | | |
| Department | Office of the Dean | Office of the Provost |
| | Cost: \$ XXX Source: XXX | Cost: \$ XXX Source: XXX |
| | Cost: \$ XXX Source: XXX | Cost: \$ XXX Source: XXX |
| Completion of the annual report and continuation of prior years' goals. | | |
| [Enter Academic Year] | | |
| Department | Office of the Dean | Office of the Provost |
| | Cost: \$ XXX Source: XXX | Cost: \$ XXX Source: XXX |
| | Cost: \$ XXX Source: XXX | Cost: \$ XXX Source: XXX |
| Prepare the self-study and program plan for program review in the following year. | | |
| Completion of the annual report and continuation of prior years' goals. | | |

Signed: _____
 XXX, Chair
 Department of XXX

Date: _____

Signed: _____
 XXX, Dean
 School of XXX

Date: _____

Signed: _____
 Vernon Harper, Provost and Vice President
 for Academic Affairs

Date: _____