

# **UCLA Academic Senate Program Reviews**

## **Dean's Meeting**

A meeting with the Dean of the program under review usually occurs at the start of most reviews. Deans occupy a unique position with respect to most departments and programs, typically having knowledge of staff and faculty hiring patterns and pressures, of faculty development, of departmental teaching profiles and of budgets, and holding all this information in the context of similar profiles for other programs in related areas. As such, Deans have much useful information for the review team.

In the spirit of assisting the review team in its mission, and not wishing to proscribe or limit the issues addressed, the Academic Senate offers the following checklist of items that may be discussed with the Dean of the program under review.

### **A. FACULTY**

1. Recruitment and retention concerns
2. Diversity
3. Faculty development
  - distribution across ranks and movement through ranks
  - profile (NRC/other rankings)
  - research funding
  - teaching profile (see B1)

### **B. TEACHING**

1. Graduate and undergraduate instruction by ladder rank faculty (compliance with recent UCLA mandates)
2. Trends in terms of numbers of majors and minors
3. Trends in terms of number of TA positions and graduate financial support
4. Graduate student recruitment – numbers and profiles of incoming and outgoing students

### **C. RESOURCES**

1. Space utilization and requirements
2. Staff resources

### **D. BUDGET**

1. Particular concerns/pressures/possibilities in relation to the program under review