|  |  |
| --- | --- |
| C:\Users\claytor\AppData\Local\Temp\bull-u-Logo_v-gg-pe.png | **Academic Program Review - External Reviewer Nomination Form**The department should submit three to five names and vitae of potential reviewer to the Dean. The Dean, in consultation with the Department Chair, will access the suggested reviewer and forward a final rank ordered list using this form to IE&P, which will forward the list to the Office of the Provost, which will select the external reviewer. Potential reviewers should (1) have no conflict of interest with USF or the department; (2) have a respected record of scholarly activity; (3) be currently active in the discipline; (4) have department or related university administrative experience; (5) hold the rank of Professor at an AAU or R1 university, or at one of the department’s aspirational peer institutions; (6) have experience in a public university; and (7) have experience evaluating programs (e.g., for an accreditation review or program review).  |
| **Please list all programs for which the following individuals are being nominated to review (CIP, Title, Level):** Click or tap here to enter text. |
|  | Nominee #1 | Nominee #2 | Nominee #3 |
| Name of Nominee (Last, First) | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Contact Information (email address, office phone number) | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Link to CV |  |  |  |
| Order of Preference (e.g. 1, 2, 3…) | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Highest Degree (degree, major, institution, year) | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Current Position (title, institution, unit, year started) | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Other Higher Ed Administrative Positions (title, unit, institution, years)  | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Other Academic Program Reviews (Completed institution, dept./prog., yearor “unknown”) | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Holds the rank of Professor at an AAU institution (or other Carnegie-designated R1 University) or at an institution that is regarded as an aspirational peer for the department?  | YES: [ ] NO: [ ]  | YES: [ ] NO: [ ]  | YES: [ ] NO: [ ]  |
| Is Institution AAU?   | YES: [ ] NO: [ ]  | YES: [ ] NO: [ ]  | YES: [ ] NO: [ ]  |
| Is institution designated R1 by Carnegie? | YES: [ ] NO: [ ]  | YES: [ ] NO: [ ]  | YES: [ ] NO: [ ]  |
| Potential Conflicts of Interest: Department chairs should insure that there are no conflicts of interest with the candidates for external review. Conflict of interests include but are not limited to the following: • Prior working history with key members of the department • Prior work with current students • Serving as a grant reviewer for proposals submitted by departmental faculty • Joint publishing and/or research work with members of the department. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Rationale: In one or two paragraphs, please Explain why you believe this nominee is a good candidate to review your program(s). Be sure to comment on relevant scholarly or creative accomplishments and to explain how the nominee’s expertise and experience will allow the individual to provide appropriate recommendations for program improvement. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

If nominating more than three please use additional form.