

DEPARTMENTAL RESPONSE TO

External Review of (DEPARTMENT NAME)

COLLEGE OF NATURAL SCIENCES

MONTH YEAR

Overview: (brief overview of the department)

Program Review: (brief description of external review team and dates of site visit)

Overall Conclusions: (brief description of overall report, with emphasis on addressing each explicit criticism)

1. Criticism: (define criticism as identified by the reviewers)
Action Taken: (explain what the department has committed to do in response)
2. Criticism: (define criticism as identified by the reviewers)
Action Taken: (explain what the department has committed to do in response)
3. Criticism: (define criticism as identified by the reviewers)
Action Taken: (explain what the department has committed to do in response)
4. Criticism: repeat as needed....

Summary: (brief summary statement to wrap up the response)

Signed by Department Chair

Chair's Name
Name of Department