**Guidance Regarding the External Member of the Review Team**

The Program Review Committee includes one external person for each of the majors under review. At the beginning of the program review semester, the department submits to Academic Affairs resumes for at least three individuals who have expressed a willingness to serve as the external evaluator. The individuals must be located outside the state, should have current or prior experience at the level of department chair or higher, and have prior experience relevant to the

program review process. Their experience should also allow them to make judgments about the quality of the UTM program based on the intended student learning outcomes of the major and "best practice" standards at comparable institutions. Academic Affairs will select the external evaluator(s).