

CRITERIA FOR NEW GRADUATE PROGRAMS

Markers of an Effective, Mission-Centered Graduate Program

The Graduate Studies Committee of Point Loma Nazarene University has listed the following factors to be considered when evaluating the mission fit of any proposed or existing graduate program. These serve as markers for an effective PLNU graduate program:

1. *The program is aligned with the mission of Point Loma Nazarene University and graduate studies.*

Factors to Consider

- 1.1. The mission statement is clear and represents the heart of the University mission.
- 1.2. This program enhances the moral and character development of students.
- 1.3. Christian principles are integrated into the curriculum.
- 1.4. A sense of community or “residence” is achieved and the mission of PLNU remains at the center of this program, despite its off-campus location.

2. *The program addresses an existing need that is recognized by the community.*

Factors to Consider

- 2.1. The target audience is well specified.
- 2.2. The program clearly meets the needs of the target group.
- 2.3. The time frame of the program to meet the need—whether it is short term or long term—is discussed.
- 2.4. The site and facilities represents the University well and allows for quality program delivery.

3. *The program contains a quality curriculum.*

Factors to Consider

- 3.1. Course descriptions are clear and appropriate.
- 3.2. Core content is appropriate and comparable to respected high quality programs.
- 3.3. The breakdown in unit requirements between required and elective courses is appropriate.
- 3.4. Student admission requirements are clear and appropriate.
- 3.5. The delivery method ensures that students will finish with a high level of educational and/or professional competence.
- 3.6. A clear plan for assessment of student outcomes is identified and appropriate to the educational objectives of the program.
- 3.7. Student research and/or scholarship requirements are clearly articulated

- 3.8. The curriculum, instruction, and methods of assessment meet the highest standards established by the appropriate academic associations(s) and/or external accreditation agencies.

4. *Faculty who teach and mentor students in the program have high quality academic credentials.*

Factors to Consider

- 4.1. Faculty assignments are clearly specified.
- 4.2. Faculty teach in their area of doctoral (or professional) expertise, which is appropriate to graduate level education and program objectives.
- 4.3. Vitas, student evaluations, academic credentials and professional experience is documented for each faculty member and provides evidence of a high quality faculty.
- 4.4. Faculty who teach in the program have scholarly expertise and productivity that is of a caliber to constitute a high quality academic program.
- 4.5. Evidence of four types of scholarly activity—the scholarship of teaching, discovery, integration and application—is documented across the group of faculty who teach in the program.
- 4.6. The ratio of full-time to adjunct faculty is appropriate to ensure quality course offerings and student advising.
- 4.7. The number of full-time faculty is reasonable to constitute a program.
- 4.8. The percentage of doctorally qualified faculty who teach in the program is high and appropriate to achieve program objectives.
- 4.9. A plan for recruiting new faculty who are qualified to teach in the program is outlined.
- 4.10. Faculty loads will ensure an appropriate level of time for faculty to maintain a scholarly agenda and advise student research projects and/or thesis projects.
- 4.11. The projected faculty/student ratio is appropriate to achieve program objectives and creates a suitable learning environment for students.
- 4.12: “Faculty will be in hearty accord with the religious aims of the University, and the doctrines and ethical standards of the Church of the Nazarene, as indicated in the policy of Academic Freedom and Tenure, as approved by the PLNU Board of Trustees.” This statement is from the faculty contract.

5. *The program is a financially responsible endeavor, and will not drain institutional resources.*

Factors to Consider

- 5.1. A market analysis reflects distinctive elements in the program that make it attractive to students among comparable programs offered by our competitors.
- 5.2. A financial analysis considers price comparison among similar programs that are program competitors.

- 5.3. Program income and expenses are clearly outlined and it can be demonstrated that the program is financially viable in the short term and sustainable in the long term.
 - 5.4. The new program does not drain institutional resources away from existing undergraduate programs.
 - 5.5. The practicalities of implementing the new graduate program have been carefully considered, such as faculty travel time, etc., so that the new program does not dilute the quality of the undergraduate program or the learning experiences of undergraduates, by limiting their access to faculty, etc.
 - 5.6. Support staff and faculty resources such as library, admissions, instructional media, financial aid, public safety, parking, business office and technology, are in place to provide adequate support for this program.
6. ***A plan for on-going assessment is clearly specified which evaluates the learning objectives of the program and whether the program is achieving its mission.***

Factors to Consider

- 6.1. Program outcomes are clearly identified, and an assessment plan is in place to evaluate those outcomes.
 - 6.2. Assessment instruments are specified which are appropriate to the learning objectives of the program.
 - 6.3. A time-line of program evaluation and assessment is well specified.
 - 6.4. A plan for reporting findings about program effectiveness to the Graduate Studies Committee on an annual basis is outlined.
 - 6.5. Program shut-down conditions are specified.
7. ***Point Loma Nazarene University is “an intentionally Christian Community.” This requires graduate programs to be designed to contain spiritually reflective and engaging processes. The School/Department must be deliberative in its effort to form a spiritual and fully integrated program that challenges each individual toward the formation of the individual’s Christ-like character.***

Factors to Consider

- 7.1. ***Spiritual Self (reflective mindset)***: members of the PLNU graduate community are challenged to reflect on their individual spiritual dimensions and intimacy with God.
- 7.2. ***Spiritual Organization (analytic mindset)***: members of the PLNU graduate community examine the spiritual dimensions of the organization in which they live out their vocational calling.

- 7.3. **Spiritual Context (conceptual mindset):** community discovers the broader context (environment, society, community, etc.) and opportunities in which we serve creation and Creator.
- 7.4. **Spiritual Relationships (collaborative mindset):** members of the PLNU graduate community are challenged to live holy lives in their community, vocation, and family.
- 7.5. **Spiritual Change (action mindset):** community explores avenues for spiritual formation in self, context (environment, society, community, etc.), relationships and organizations.