



Cooperative State Research, Education, and Extension Service

Institutional (Program) Reviews

Consider CSREES as your institution's partner for enhancement. Flexibility and forward looking are the key words for reviews.

Features

Flexibility – Requests for reviews received anytime

Agenda – Specific expectations identified and concurred by institution and CSREES

Review Team – Area of expertise and individuals identified by institution and CSREES

Review Types – Institution-designed reviews

CSREES conducts reviews at the request of cooperating institutions. Reviews are neither mandated by federal statutes nor required by CSREES. High priority is placed on reviews in allocating its scientists' time and other resources.

What is a Review?

- An aid in assessing and managing programs and organizations in planning for the future.
- A process to maintain and build science and education programs at the partner institutions.

Why do a Review?

- To enhance excellence
- To evaluate relevance and usefulness of programs
- To assist institutions in meeting their goals
- To develop forward looking plans and strategies

CSREES shares institutional goals to enhance science and education program performance and increase resource effectiveness.

What is the Nature or Scope of Reviews Offered? Flexibility is the key. Reviews can be designed to address specific institutional issues, needs and expectations.

Reviews may be single or multiple mission. Examples of review types:

- **Issue** - Based upon an issue or a topic such as sustainable agriculture, water quality, or food safety. Issue based reviews most likely cut across organizational units and disciplinary boundaries.
- **Organization** - Based on structure, management, or function to assess effectiveness of system(s), such as graduate programs, research and extension integration.
- **Program** - Programs that cut across organizational units or college boundaries, for example community economic development or integrated pest management (multi-disciplinary reviews)
- **Department** - The review of a single academic unit.

What role can CSREES play?

- Facilitate a review process.
- Establish an agenda in cooperation/consultation with institutions to identify and address their issues, needs and expectations.
- Identify review team in consultation with institution.
 - Facilitate matching review objectives to expertise of reviewers.
 - Assist team in developing procedures and processes that address the objectives of the review.

Time Frame for Reviews

- Institutions may apply for a review at ANY time during the year.
- Results returned to institutions within 45 days.

Contact Points

- Review requested by appropriate institutional administrator.
- Review request submitted to Office of the Administrator.
- Visit CSREES' Institutional Reviews web page at http://www.csrees.usda.gov/about/prog_reviews.html for:
 - Guidelines for CSREES Land-Grant University Reviews
 - Institutional Review Request Form and submission instructions