

PROGRAM EVALUATION GUIDELINES
Off-Campus Study & Exchanges, Skidmore College

OVERVIEW

Each year the Office of Off-Campus Study & Exchanges (QCSE)

Given this information, OCSE determines which program evaluations can be sponsored in a given budget year. We then approach specific chairs or program directors to see if there are faculty within those disciplines who are able to conduct an evaluation in a given year. The chair/director makes

- x visits program facilities and classrooms, including program center and/or host universities
- x meets with program faculty and host institution faculty to discuss overall curriculum and academic quality of the program and to address any academic questions
- x meets with program staff and/or host institution staff to discuss overall structure of the program and to address any

PROGRAM EVALUATION REPORT

ON-SITE PROGRAM

Program Structure Provide a bulleted list that includes information about the host institution, student demographics (US students only/combination of US and

