## Data Notebook Contents-Submission Checklist

**GRAD ONLY**

<table>
<thead>
<tr>
<th>Data Provided by Department</th>
<th>Data Provided by APR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty CVs</td>
<td>Allocated Faculty FTE / Headcount</td>
</tr>
<tr>
<td>Faculty by Rank (<em>update data APR provides</em>)</td>
<td>Faculty by Rank (<em>preliminary data</em>)</td>
</tr>
<tr>
<td>Faculty by Teaching Specialty</td>
<td>Age Distribution of Faculty / Years of Service</td>
</tr>
<tr>
<td>Faculty by Research Specialty</td>
<td></td>
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<tr>
<td>Faculty Appointments</td>
<td></td>
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<tr>
<td>Faculty Departures</td>
<td></td>
</tr>
</tbody>
</table>

### Section 3: Department Faculty
- Faculty CVs
- Faculty by Rank (*update data APR provides*)
- Faculty by Teaching Specialty
- Faculty by Research Specialty
- Faculty Appointments
- Faculty Departures

### Section 4: Research Funding & Research Appointments
- Research & Gifts Funding Summary
- Non-Senate Academic Research Appts

### Section 5: Department Administration
- Department Organization Chart
- Standing Committees
- Bylaws
- Workload Policy

### Section 6: Graduate Student Data
- Graduate Student Support
- Placement Data: (terminal) Masters Students
- List of Doctoral Dissertations
- Placement Data: Doctoral Students
- Faculty Service on Graduate Committees
- Graduate Student Handbook

### Section 7: Instructional Program
- Non-Senate Teaching Appts
- Grad Program Learning Outcomes

### Section 8: Student Surveys
- Graduate Student Surveys

### Section 9: Self-Assessment

**NOTE:** Please use templates available on Program Review Website