Review Committee Report Template

I. Title Page – identifying unit reviewed, site visit dates, review team members and affiliations, and review team chair, date of report

II. Review Team Report Narrative:

A. Overview of the Unit

B. Purpose of the Review

C. Methods

D. Main Findings & Accomplishments Since Last Review – topics to address include:

1. Reputation of the Center

   To what extent is the ORU recognized as being among the leading institutions engaged in this field of research?

2. Research

   How successfully has the ORU been in meeting its stated research goals, highlighting in particular unique contributions to advancing and/or disseminating knowledge on campus and/or in the greater community?

   How Successful has the ORU been in facilitating related research and research collaborations across other units on campus and/or between campuses, noting any campus-wide or public service activities the ORU provides (e.g. assistance with grant applications, training programs, convening of interested faculty and students from across departments or schools, etc.)

   Measures of accomplishment may include publications and portfolios by affiliated faculty and students, impact of outreach programs, schedules of events, etc.

3. Quality of Faculty and Faculty Relations

   To what extent does this ORU attract and sustain the involvement of excellent faculty and students from across the campus and promote interdisciplinary collaboration?

   To what extent does this ORU contribute to the development of junior faculty, post-docs, graduate and undergraduate students?

   How does this ORU promote and foster diversity, equity and inclusion?

4. Director’s Performance

   To what degree and how has the director’s performance, activities, and leadership furthered the work of this ORU?
5. Community Relations

How successful has this ORU been in creating and sustaining relationships with the wider community, either in the UCLA-area or in the ORU’s field?

How effective have this ORU’s outreach activities been?

6. Quality of Library, Archives, Laboratory Facilities, etc (as appropriate to the unit)

To what degree are this ORU’s facilities able to address the needs of the unit’s mission?

7. External Funding

How successful has the ORU been in obtaining extramural grants and donations?

III. Areas for Increased Attention & Investment –

Do any of the areas addressed above, or any other areas, require increased attention or investment on behalf of the ORU?

IV. Recommendations – this should address the following questions:

Do the present mission, activities and future goals justify continuation as an ORU, or is a different structure (merger, expansion, departmentalization, etc) or disestablishment recommended?

If the Committee recommends continuing as an ORU, are the existing faculty, financial and space resources sufficiently reasonable to enable the unit to succeed in its mission? If not, what additional resources are needed and why?

V. Conclusion

VI. Appendices – including site visit schedule and unit self-report