**UNIVERSITY OF ALBERTA**

**PRESIDENT’S VISITING COMMITTEE**

**Self-Study Template**

[Program(s) Name:]: SELF STUDY REPORT

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[Date]

Prepared by:

[Self-study committee members]

**President’s Visiting Committee Self-Study**

The President’s Visiting Committee (PVC) is advisory to the University of Alberta’s President, Provost, and senior academic administration (Department Chairs, Dean, Vice-Presidents). The PVC assesses, advises, and offers perspectives on research/creative activities in a Faculty. Members of the PVC develop deep familiarity with a Faculty’s research activities, and their insights help to shape its directions.

**Purpose**

The purpose of the PVC is to:

1. Evaluate the strategic direction and priorities of the Faculty

2. Evaluate the quality and productivity of a Faculty’s research outcomes in realizing the aims of the University as set out in For the Public Good, the institutional strategic plan

3. Assess the Faculty’s standing nationally and internationally in comparison to peer institutions

4. Contribute new ideas and identify new strategies to maintain or improve quality and quantity of achievement

5. Stimulate continuous planning, self-assessment and innovation

6. Provide guidance and advice to University of Alberta leadership to support the key objectives of the Faculty and the role of the Faculty in the wider community

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| Please submit your Self-Study report and appendices in electronic format.  The suggested total length is 50 pages, excluding appendices. |

**Content**

Because the PVC concerns itself with Faculty-specific strategic goals, each self-study will be unique. However, all should focus on research and scholarly activity and provide information on quality, innovativeness, global impact and competitiveness of the Faculty. The PVC should be provided with enough information to make detailed recommendation on future plans of the Faculty. What follows are recommended elements for reflection.

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| **Overview Items** |
| Executive Summary |
| **Faculty Overview** |
| Faculty overview, including:  ● Faculty Strategic Plan  ● Research Strategy (if separate from Faculty Strategic Plan)  ● Faculty Administrative Structure and Organizational Charts (include departments, institutes, centres as appropriate)  ● Faculty Demographics (distribution by rank, gender)  ● Faculty CVs (in the format of your choice)  ● Facilities and Space  ● Prestigious Awards  ● National and international collaborations and partnerships (by department, institute)  ● Community Engagement (research, teaching, outreach)  ● Advancement activities  ● Communications activities |
| External Environment Overview |
| Undergraduate and Graduate Program Review Final Reports (most recent) |
| Key topics identified by Faculty, President or Provost |
| **AcademicStaff/ Faculty Support and Development** |
| Faculty Development (mentoring, workshops ) and key faculty evaluation criteria and indicators of performance. |
| Endowed Chairs and Professorships |
| Recruiting process, startup, and other support |

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| **Research and Scholarly Funding** |
| Researching Funding Overview (sources, success rates, national standing) |
| 5-Year Trend in Research Revenues, including (as appropriate):  · Total Research Income  · Tri-council funding by program  · Canada Foundation for Innovation  · Networks of Centres of Excellence  · Canada First Research Excellence Fund  · Industry funded research  · Foundation sponsored research  · Provincial competitive research  · Other income (describe and indicate whether it is competitive)  Please include relevant comparators |
| **Research and Creative Output Indicators** |
| Bibliometrics (using a minimum of five comparator institutions including one international) |
| Patents and startups |
| Industry relationships |
| Research Partnerships |
| Other |
| **Graduate Students and Programs** |
| Topics related to graduate students & programs not covered by the Graduate Program Review |
| **Post-Doctoral Training** |
| Demographics |
| Recruitment (including, as appropriate):  · Recruitment strategy/ packages/ commitments  · Academic strength and background of trainees recruited  · Standing of universities recruited from |
| Funding and Awards (including levels of funding and overview of funding practices) |
| Professional development opportunities |
| Research and creative outputs |
| Career outcomes |
| **Acronyms** |
| List of acronyms used in the portfolio |
| **Appendices** |
| Agenda for Visit |
| PVC Terms of Reference |
| Undergraduate and Graduate Program Self Studies |