



## ACADEMIC PROGRAM REVIEW SCHEDULE SPRING 2021 REVIEW

<b>Program Review Process Steps</b>	
<b>9/4/20</b>	Notification letter is sent from the Dean to the unit regarding the upcoming program review and schedule.
	Unit begins self-study.
<b>9/15/20</b>	Unit sends external reviewer suggestions to Associate Dean.
<b>11/4/20</b>	Review panel finalized; charge letter is sent to reviewers to confirm participation including general review information, schedule and honorarium.
<b>1/15/21</b>	Unit completes self-study; self-study submitted to Associate Dean.
<b>Spring 2021 semester</b>	Academic program review occurs.
	Review report received by Dean's Office from reviewers (one month after visit).
	Associate Dean forwards review report to unit with request for a written response in one month.
	Unit response to external review report received by Dean's Office (one month after received by unit).
<b>5/15/21</b>	Meeting scheduled with the Dean, Associate Dean and Chair/Director to discuss the review report and departmental response.
<b>6/15/21</b>	External review concludes with a final memo to the unit from the Dean summarizing the review outcomes and agreed upon action steps.