

Appendix A. Procedures and Timeline

Recommended Timeline for Review of Academic Programs

Program Review Planning Calendar	First year			Second year							Later
	Sep	Oct	Nov	Sep	Nov	Dec	Jan	Feb	Mar	Apr	
Notification and Planning											
Department notified by Provost	+++										
Department Designates self-study coordinator		+++									
Orientation meeting for self-study coordinator, chair, etc.			+++								
Select Site Visit team				+++							
Self-study											
Preparation of the self-study report			+++	+++	+++						
Submit self-study, send to team					+++						
Site Visit											
Conduct visit									+++		
Respond to visit team report										+++	
Wrap-up											
Committee Review											+++
Draft Action Plan											+++
Planning and implementation meeting											+++
Agreed upon action plan											+++