

**THE COLLEGE OF ARTS AND SCIENCES**  
**ACADEMIC PROGRAM REVIEW**  
**December 8, 2020**

**The Academic Program Review Schedule**

January-February	Dean's office notifies the chair or director of the program which is scheduled for review. The Dean and the Assistant Dean for Assessment and Programs meets with the chair or program director to discuss the review process.
February-May	Program faculty review recommendations from previous Academic program Review and progress on these recommendations, information from current and past program assessment, data from Comprehensive Resource Review, and other relevant information, then prepare a summary of how the results have been used to improve the program. Ordinarily, this process will primarily involve summarizing previous reports.
May – October	Using information drawn from assessment activities, and other information relevant to the academic program, the program faculty engages in deliberations about the status and future direction of the program. These deliberations should lead to specific plans for developing the program during the next six years. Meetings with the Dean, the Assistant Dean for Assessment and Programs, the Finance Office, and the Office of Educational Assessment may be scheduled as needed.
November-December	Program faculty complete the Academic Program Review Report and submit it to the Dean of the College of Arts and Sciences.
December	A summary of the Academic Program Review Report, including progress on the assessment of student learning, is presented to the Deans' Conference.
February-March	The Dean meets with the program faculty to discuss the report. This discussion will normally focus on an initial draft of the Dean's recommendations.
April-May:	The Dean provides written recommendations to the program faculty and submits the final Program Review Report and written recommendations to the VPAA/Provost.