Graduate Program prepares

self-study report and submits it

to Graduate School by December

15th.



Graduate Program Review Overview

Initiating the Review Post-Site Visit June - August **Document Submission** Site visit occurs virtually or March - September Notification in-person over 2-3 days during spring semester in February, **Graduate School sends External Report** request for external review to March, or April. Within 30 days of the site visit, graduate program based on 7-**External Reviewers submit** year repeating schedule. external report to Graduate School who shares it with the Graduate Program. **Preliminary Meeting Graduate School schedules Plan of Action** preliminary meeting with Dean Graduate Program prepares a of Graduate School, Associate written response to the external Dean of the School/College, report, called the plan of action, One week before site visit, Department Chair, and and submits it to Graduate School **Graduate Program provides** Graduate Program Director. by September 1st. final detailed site visit schedule to the Graduate School and External Reviewers. Memo of Response **Reviewer Selection &** Graduate School sends external report and plan of action to Scheduling of Site Visit Dates (Internal Reviewers who submit a September - November Graduate School submits final written memo of response to self-study report to External Internal and External Reviewer Graduate School by October 1st. Reviewers at least 30 days Selection prior to site visit. **Graduate Program provides** Graduate School a potential list of Internal and External **Final Steps** Reviewers by September 1st. October - February **Graduate School invites Graduate Council Meeting** Reviewers, finalizes selection, **Graduate Program Graduate Program and Internal** and informs Reviewers of their incorporates Internal Reviewer present program review roles and responsibilities. Reviewers' comments into to Graduate Council at an October, final version of self-study November, or January meeting. report to be submitted to the Graduate School at least 30 days prior to the site visit. **Scheduling the Site Visit** Graduate School schedules the **Provost Meeting** site visit dates in coordination Graduate Program and Dean of with Graduate Program and **Graduate School meet with Provost** notifies Reviewers. to discuss program review. **Graduate School submits** self-study report to Internal Reviewers who provide comments within 2-3 weeks. **Report Archival and Follow-Up Preparing Self-Study Report Graduate School shares** Graduate School forwards review to comments with Graduate September - December Office of Assessment and Program. Accreditation and memo to Faculty **Preparing Self-Study Report** Senate and Graduate Program

Finalizing Self-Study Report

December-February

indicating program review approval.

Graduate School archives report and

follows up with Graduate Program

after 3 years for midpoint review and

7 years for next external review.