

FY 2010 Program Review Time Line

Step 1 — August 17

Information given to program faculty completing reviews

Step 2 — August to December 1

Faculty complete program review

Step 3— December 1 to December 18

Faculty members work with dean to finalize the program review. Final draft is forwarded to the Director of Curriculum and Assessment

Step 4— January 20 to February 2

Review Committees appraise the program reviews and provide observations, suggestions, and recommendations for improvement. The Director of Curriculum and Assessment receives the Review Committee reports and forwards this report to the division Dean. The Program Review Committee is advisory in nature and is composed of three faculty members from other departments.

Step 5— February 2 to March 1

Program Faculty and Dean refine the program review and discuss the merits of the Review Committee report. Program Faculty members are under no obligation to make any changes based on the Review Committee report.

Step 6—March 8

Program review report is submitted to Director of Curriculum and Assessment

Step 7— March 22 to March 31

Program review conference meetings are held with the Program Faculty, Deans, appropriate Library Support and Academic Administrators.

Step 8— April 10

Each final program review is submitted to the Director of Curriculum and Assessment. They are forwarded to be reviewed by the Associate Vice President for Academic Affairs, the Vice President for Academic Affairs and submitted to the Oklahoma State Regents for Higher Education.