**Phase 1: Planning and Preparation Phase**

1. **Master Schedule**
   - (1.1) Monitored by
   - Identifies a pending program review and sends notification to
   - Conducts Unit Planning Meeting

**Phase 2: Self-Study Reporting Phase**

1. **ACADEMIC EXCELLENCE AND ASSESSMENT**
   - (1.2) Monitored
   - Provides requested faculty productivity information to
   - (2.1) Collects by
   - Faculty
   - Program Review Coordinator

2. **DATA PROVIDERS**
   - (2.2) Collects by
   - Self-Study Report

3. **FACULTY**
   - (2.3) Collects by
   - Program Review Coordinator
   - Provides requested data points to
   - Self-Study Committee
   - Distributed by the Data Integrator to
   - Program Review Coordinator

**Phase 3: Program Review Phase**

1. **SELF-STUDY REPORT**
   - (2.4) Integrates data points and faculty productivity
   - (2.5) Distributed by the Data Integrator to
   - Program Review Coordinator
   - Reviews and sends approval to
   - Academic Unit

2. **ACADEMIC UNIT AND DEAN(S)**
   - (2.6) Completes the following sections:
     - Introduction: containing overview of program and its history, fit with mission, and program goals
     - Commentary around data points: Enrollment Trends, Instructional Productivity, Faculty, Student Outcomes, and Program Resources
     - Core questions: containing information about how the program is advancing the state of the discipline or profession, etc.
     - Summary Analysis: listing 3-5 strengths of the program, 3-5 areas of enhancement, and 2-3 strategic goals for the next 2-5 years

3. **REVIEWERS**
   - (2.7) Solicits Program Review Representatives - Student, Adjunct Faculty, and Alumni
   - Reviews Itinerary - Create an “initial” itinerary for the Reviewers

**Phase 4: Summary Phase**

1. **SELF-STUDY COMMITTEE**
   - (3.1) Distributed by the Program Review Coordinator to
   - Academic Unit and Dean(s)
   - Reviews the Self-Study Report and sends approval to

2. **DEAN(S) OF COLLEGE/SCHOOL**
   - (3.2) Reviews the Self-Study Report and sends approval to
   - Academic Unit and Dean(s)

3. **ACADEMIC UNIT AND DEAN(S)**
   - (3.3) Distributes the Itinerary and Self-Study Report to
   - Reviewers
   - Conducts a virtual review of Self-Study Report, collects comments/recommendations, and completes

4. **REVIEWERS**
   - (3.4) Conducts a virtual review of Self-Study Report, collects comments/recommendations, and completes

**Phase 5: Recommendation and Action Phase**

1. **ACADEMIC UNIT AND DEAN(S)**
   - (4.1) Returned by
   - Lead Reviewer to
   - Program Review Coordinator
   - (4.2) Distributes Reviewers Report and Self-Study Report to
   - Academic Unit and Dean(s)
   - (4.3) Reviews Reports and to reaffirm or propose an alternative to recommendations in an

2. **ACADEMIC UNIT**
   - (4.4) Distributes the PR Reports and schedules a meeting for
   - Academic Unit to review the PR Reports and identify action items in the Action Plan

3. **DEAN(S) AND AEA**
   - (4.5) Academic Unit to review the PR Reports and identifies action items in the Action Plan

4. **PROVOST**
   - (4.6) Reviews the Response Memo and Action Plan and provides the

5. **RESPONSE MEMO & ACTION PLAN**
   - (4.7) Academic Unit to review the PR Reports and action items and completes

**Important Notes:**
This process flow does NOT represent the program review for specialized accreditation.