THE PROCESS OF A GRADUATE PROGRAM REVIEW

Program materials submitted to Graduate Council
DUE OCTOBER 17, 2016

Senate Analyst forwards program review materials to Graduate Council Review Subcommittee for review. Subcommittee may suggest revisions to the program.

When materials are finalized, Senate Analyst compiles program binder and sends to program for final review and approval before forwarding to extramural review team and appropriate administrators.

Confidential questionnaires sent by C&C to all faculty, graduate students, former students

Questionnaires OPEN BY:
OCTOBER 10, 2016
Questionnaires CLOSE:
OCTOBER 21, 2016

Extramural Review Team Visits
External Review Team Report is due 2 weeks after review

Extramural report of review team is sent to all program faculty for "corrections of fact" (usually a brief document)

DUE FROM PROGRAM 2 WEEKS AFTER RECEIPT OF REPORT

Graduate Council votes whether or not to accept the program's response document "as is". Further communication between Council and the program may be necessary before the review process is formally closed.

DUE FROM GRADUATE COUNCIL AT THE NEXT MONTHLY MEETING

Findings & Recommendations (F&R) document is sent to the program. The program's detailed response to the F&R should respond to each point of the F&R in detail.

DUE FROM PROGRAM 4 WEEKS AFTER RECEIPT OF F&R

A Findings & Recommendations (F&R) document is prepared by Graduate Council. The F&R includes actions that should be taken by the program.

DUE FROM GRADUATE COUNCIL 2-3 WEEKS AFTER RECEIPT OF PROGRAM'S "CORRECTIONS OF FACT"

* After site visit – Subsequent timeline assumes a simple review and may be adjusted if complications arise