Program Review Process Flow: Administrative Units (FY24 Reporting)

A review schedule and supporting information for this process can be found on the <u>UAC Administrative Unit Review Page</u> Current Forms (or) can be downloaded to Excel from <u>this</u> Google Drive folder. Wilkes' Current Strategic Plan can be found here.

1 – <mark>By Early June:</mark>	3 – <mark>Early Fall (mid-</mark>	4 – <mark>Early October</mark> :
Start of review process begins	September):	(a) Unit heads
with the following, provided by	(a) UAC Check-in	provide
the University Assessment	with Unit	completed
Committee (UAC):	heads with a	reviews to Vice
awareness of	reminder;	Presidents by
process &	(b) Ensure	October 4 th
forms, and	awareness of	(whether Annual
answer	process &	Updates OR Full
questions.	forms, and	Reviews)
	answer	<u></u>
	questions.	
	questions.	

7- November UAC Meeting:

- (a) The UAC holds norming sessions for the Full Reviews and Annual Updates to facilitate common interpretation of review criteria.
- (b) Reviews are assigned to appropriate UAC members.

6 – Late October:

 (a) Completed reviews sent to Institutional Research by October 25th. The Institutional Research Office will share reviews received with the University Assessment Committee (UAC).

5 – Early to Late October:

(a) Opportunity for Vice Presidents (or Direct Supervisor, as appropriate) to meet with Unit