

## Timeframe & Process for Program Review of Established and Provisional Programs

### Program Review for Established Programs

Spring (Ex: 2024)	Selection of Internal Reviewers Initial Meeting
Summer (Ex: 2024)	Data Work
Fall (Ex: 2024)	Program Review Workshop Drafting of Internal Report: <a href="#">Self-Study Template</a> Review of Internal Report Selection of External Reviewer; send internal review & docs to reviewer External Review Scheduled
Spring (Ex: 2025)	External Review Conducted External Report Review by VCAA Review by Faculty Senate Program Review Committee OVCAA-Div Action Plan
Summer/Fall (Ex: 2025)	Present to VP for Academic Programs and Policy

- 1) [Program Review Handbook, 5<sup>th</sup> edition](#) (for Established Programs)
- 2) [Appendix A: Self-Study Template](#) (for Established Programs)

### Provisional to Established (P2E) Comprehensive Review

Spring (Ex: 2024)	Selection of program faculty to leads comprehensive review/Forming of faculty workgroup Initial Meeting
Summer (Ex: 2024)	Data Work
Fall (Ex: 2024)	Program Review Workshop

	<p>Drafting of Internal Report: <a href="#">Template for P2E Report</a></p> <p>Review of Internal Report</p> <p>Report out to Faculty Senate prior to submission of Internal Report to VCAA – December 2024</p>
Spring (Ex: 2025)	<p>Submit Internal Report to OVCAA (February 1, 2025)</p> <p>Review by VCAA; Action Memo from OVCAA to Chancellor</p>
Summer (Ex: 2025)	<p>Chancellor submits Action Memo (June 2025)</p> <p>Present and reviewed by CCAO for Endorsement (Must be received three weeks prior to scheduled meeting; aim June/July meeting)</p>
<b>Term End of Provisional Status: Fall</b> (Ex: Fall 2025)	<p>Reviewed by Student Success Committee for Approval</p> <p>Reviewed by BOR for Full Approval</p> <p>Receive Established Status</p>

Source: [EP 5.201, Approval of New Academic Programs and Review of Provisional Academic Programs](#); [EP 5.201 Appendix C](#) Guidelines for Provisional to Established Programs (Adopted by CCAO 4/29/2020)