



# ACADEMIC PROGRAM REVIEW SCHEDULE

## CLASS OF 2020–21

<b>College</b>	<b>College of Community Innovation and Education</b>
<b>College Contact(s)</b>	<b>Roanne Brice, <a href="mailto:Roanne.Brice@ucf.edu">Roanne.Brice@ucf.edu</a></b>
<b>Academic Program Quality (APQ) Contact</b>	<b>Em Troilo, <a href="mailto:Em.Troilo@ucf.edu">Em.Troilo@ucf.edu</a></b>

<input checked="" type="checkbox"/>	Day	Due Date	Action Item
<input type="checkbox"/>	W	01/29/20	College attends planning meeting with Academic Program Quality (APQ)
<input type="checkbox"/>		01/30/20 - 03/03/20	College reviews seven-year program review schedule and, in collaboration with APQ, finalizes list of programs to be reviewed
<input type="checkbox"/>	M	04/13/20	Program/unit representatives attend program review orientation meeting (via Zoom)
<input type="checkbox"/>	X	06/XX/20	Unit heads attend Academic Analytics training to assist with benchmarking reflection in self-study reports (Ph.D. programs only)
<input type="checkbox"/>	F	06/05/20	<p>Programs/units submit completed intake forms to college via Teams:</p> <ul style="list-style-type: none"> <li>• implementation status updates since last review (planner task #2)</li> <li>• major changes since last review (planner task #3)</li> <li>• combination program report (planner task #5)</li> <li>• summary of specialized accreditation findings (planner task #6)</li> </ul> <p>College reviews via Teams by 06/12/20</p>
<input type="checkbox"/>	F	06/12/20	College, APQ, and Institutional Knowledge Management (IKM) resolve questions pertaining to program trend data
<input type="checkbox"/>	F	<del>06/19/20</del> (new deadline TBD)	<p>Ph.D. programs submit completed Academic Analytics benchmarking assignments (planner task #7) to college via Teams</p> <p>College reviews via Teams by 06/26/20</p>
<input type="checkbox"/>	F	06/26/20	<p>Programs submit <i>supplemental review materials</i> to college via Teams (planner task #8)</p> <p>College reviews via Teams by 07/10/20</p>
<input type="checkbox"/>	F	08/07/20	IKM rereleases program trend data to include refreshed/missing data from immediately preceding academic year; APQ disseminates these to programs via Teams
<input type="checkbox"/>	F	08/07/20	<p>Programs/units submit faculty qualifications items to college via Teams:</p> <ul style="list-style-type: none"> <li>• contributing faculty activity worksheets (planner task #9)</li> <li>• updated discipline descriptions (planner task #10)</li> <li>• graduate faculty re-nominations (planner task #11)</li> </ul>

<input checked="" type="checkbox"/>	Day	Due Date	Action Item
			College reviews via Teams by 08/14/20
<input type="checkbox"/>	<b>F</b>	<b>09/18/20</b>	Programs/units submit self-study reports and supplements (awards and professional service activity supplements) to college via Teams (planner task #12)  College reviews via Teams by 10/02/20
<input type="checkbox"/>		<b>10/05/20– 11/30/20</b>	College and program leaders meet with PRC to discuss strengths, weaknesses, opportunities, and threats/ vulnerabilities, as well as proposed recommendations
<input type="checkbox"/>		<b>01/01/21– 04/30/21</b>	PRC finalizes academic program review results for review by provost or provost's designee
<input type="checkbox"/>		<b>08/01/21– 08/31/21</b>	APQ disseminates final academic program review results to college and programs
<input type="checkbox"/>	<b>F</b>	<b>12/31/21 (or before)</b>	APQ submits summaries of final academic program review results to Florida Board of Governors
<input type="checkbox"/>	<b>T</b>	<b>11/01/22</b>	College submits preliminary implementation status update reports to APQ
<input type="checkbox"/>	<b>M</b>	<b>09/02/24</b>	College submits mid-cycle implementation status update reports to APQ