

PROGRAM REVIEW PROCESS

PHASE ONE-Research

December-May

December-

- Program review launch meeting

January-

- OPAI sends Program Review Data Book
- Schedule meeting with OPAI to review assessment plan
- Focus on Sections I and II

February-

- Meet with OPAI to revise assessment plan
- Focus on Sections III and IV

March-

- Meet with OPAI to revise assessment plan.
- Focus on Sections V and VI

April-

- Focus on Sections VII and VIII
- Meet with supervisor to review initial, full-draft of review

May-

- Submit program review to OPAI
- Coordinate external review with OPAI

PHASE TWO-External Review

June-September

June, July, August-

- Complete external reviews

September-

- Review and update action plan based on external reviewers' reports with supervisor and colleagues

PHASE THREE-Approvals

October-December

October-

- Program reviews submitted to ASEC for presentation, review, and approval.

November-

- Program reviews submitted to ASEC for presentation, review, and approval

December-

- Units begin to address program review recommendations through annual planning and budgeting cycles.

