FULLERTON COLLEGE

2017-18 PROGRAM REVIEW PLANNING CALENDAR

Director of Institutional Research

TASKS	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
Provides reporting data / KPI's and summaries to Division Deans by August 31												
Updates data not available in August, including degrees and certificates by September 15												

Departments and Programs

TASKS	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
Meet to review program review data and begin working on ***Program Review Report***												
Continue to meet and work on ***Program Review Report. Develop short and long term objectives and related initiatives toward the preparation of the Program Review Report***												
Submit ***Program Review Draft Report*** to IMS and Directors by November 20												

Deans and Directors

TASKS	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
Share info from Dir. of Institutional Research & Planning with faculty												
Review, modify/approve Program Review Reports from Departments												

Deans and Directors, continued

TASKS	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
Submit Program Review Final Report(s) to VP's & Program Review Committee by December 11												

Vice Presidents

TASKS	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY

Review ***Program Review Reports***												

Program Review Committee

TASKS	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
Program Review Committee uploads reviews into Sharepoint by December 15												
Review ***Program Review Reports***												
Mega Meeting - March 8												
Complete formal summary report- by **April 12**												
Submit summary report to Faculty Senate for first read by **April 30th**												
Submit summary report to PAC for first read by **May 11th**												

Faculty Senate

TASKS	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
Review and tenative approval of summary report by **May 14**												

President's Advisory Committee (PAC)

TASKS	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
Review and tenative approval of summary report by **May 18**												
PAC submits approved summary report to PBSC by **May 25**												

TASKS	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
Evaluation of activities of prior year and preparation of data over the summer												