

Student Services Program Review 2016-17 TIMELINE

Date	Description	Person Responsible
October 17, 2016	Survey Monkey opens	Institutional Effectiveness
October 26, 2016	2015-16 Program Review Debrief	SSPC
November 15, 2016	Process & Forms finalized	SSPC
December 2, 2016 (Friday)	2016 Assessment Plan – Draft Proposals (Section II)	All areas
December 13, 2016 (Tuesday)	Assessment Plan Peer Review Meetings (<i>Section II</i>)	SSPC
December 15, 2016 (Thursday)	2016 Assessment Plan Proposals Finalized (Section II)	All areas
December 16, 2016 (Friday)	Administrative Review of Assessment Plans & Peer Reviews	CORE Team
February 3, 2017 (Friday)	Draft of Section I	All areas
February 24, 2017 (Friday)	Review Section I	CORE Team
May 12, 2017 (Friday)	Determine and distribute Peer Review Matrix and Rubric	CORE Team
May 31, 2017	Survey Monkey closes	Institutional Effectiveness
June 15, 2017 (Thursday)	2016-2017 Program Review Document Due	All areas
June 28, 2017 (Wednesday)	Individual Peer Review and Dialogue Session of Assessment Plan	Peer Review/SSPC
June 27 – July 7, 2017	Modifications to Assessment Plan Based Upon Peer Review	All areas
July 10 – July 20, 2017	Administrative Review of all Program Review Documents	CORE Team
July 17, 2017 (Monday)	Student Services Planning Council – Preliminary Prioritization Meeting	SSPC
July 31, 2017	Program Reviews Finalized & Posted	All areas
August 23, 2017	Student Services Planning Council – Staffing/Equipment Discussion Meeting	SSPC
August 31, 2017	Student Services Administrative Unit Program Review due	CORE Team
September 27, 2017	Student Services Planning Council – Prioritization meeting	SSPC