

<b>Review Due Dates for 2024-2025 Program Reviews</b>	
Initial meeting with primary contacts & College Designee/A-Dean and OIE Provost Designee	<b>August 2024</b>
Data provided/collected; Conduct SWOT analysis with department	<b>September 30, 2024</b>
Submit A-Dean- and Dean-signed MOU to Office of Institutional Effectiveness (OIE)	<b>October 15, 2024</b>
Submit first draft of self-study (including Action Plan) to Office of Institutional Effectiveness (OIE) who will issue a Self-Study Approval Status Letter (SSASL) with feedback as needed	<b>November 15, 2024</b>
Revise self-study and submit final version to OIE	<b>December 16, 2024</b>
Identify and Obtain approval of external reviewers (submit list of 4 to 6 potentials to OIE who will confirm with Provost); Provost and OIE will confirm the final two external reviewers for the visit	<b>January 31, 2025</b>
Obtain all necessary paperwork from external reviewers (They are not permitted to begin work for BGSU until a duly signed ICA, resume and a No-Conflict of Interest form are filed)	<b>February 15, 2025</b>
Confer with external reviewers to schedule a visit (if labs must be inspected, the visit must be in-person). The external review visit must take place prior to April 15, 2025 to allow for student participation	<b>April 15, 2025</b>
External review report and executive summary due to OIE, College Designee/A-Dean (Approximately 2 weeks after on-campus/virtual visit)	<b>May 15, 2025</b>
Program responds to findings from external reviewers and adjust Action Plan as needed based on external recommendations received	<b>June 15, 2025</b>
Implement Action Plan	<b>Beginning Fall 2025</b>
Action Plan Progress Report (Annual Reporting until the next 5-year comprehensive program review cycle)	<b>April/May 2026</b>