Flow Chart For Permanent Status Program Review

Note: Instructions for academic program approval are provided on the [Senate website](#).

The Faculty Senate Office will notify the appropriate department chair/school director by September 1 that a program needs to be reviewed that academic year, with a cc to the dean and the Office of the Provost.

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The department or program will conduct a self-study report and submit this by October 15 to the Faculty Senate office, with a copy to the Dean's Office and Provost's Office. The self-study must follow the outline on the [Senate website](#).

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The appropriate Faculty Senate committee (e.g., UGS), in consultation with the Provost's Office, will decide on either an internal or external review.

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The Faculty Senate Office will send the self-study report to the reviewers, who are chosen by the Senate COCAN.

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The reviewers will submit their report to the Faculty Senate Office ([see sample outline report](#)). The report should follow the categories required in the self-study.

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The Faculty Senate Office will send a copy of the reviewers' report to the appropriate dean, department chair/program director, and Provost's office. The department or program will be requested to write a formal response to the reviewers' report.

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The Dean's Office then will submit all review materials to the appropriate college curriculum committees for review and recommendation (e.g., approval of permanent status).

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The college committee will submit the final review package to the Faculty Senate for appropriate committee review by December 15.