

## Center Review Deadlines

*Dates may vary slightly from year to year*

Action	Completed by	Due by	Submitted to
1) Letter requesting report from Center	Provost's Office	April 1	All centers to be reviewed that cycle
2) Reminder letter sent of upcoming report deadline	Provost's Office	September 1	All departments to be reviewed that cycle
3) List of 5 potential external reviewers ranked	Center	September 15	Provost's Office
4) Report received	Center	October 15	Provost's Office
5) Reports forwarded	Provost's Office	November 1	Dean(s), President, Faculty Senate, CIO, VPRCR, Dean of Libraries, external reviewer
6) External Review conducted	External Reviewer	October/November	Provost, Faculty Senate, Center Director
7) External Reviewer's report submitted	External Reviewer	December 15	Provost's Office, then distributed
8) Centers reviewed, recommended for continuance/discontinuance.	Faculty Senate	February/March meeting	Provost's Office
9) Faculty Senate recommendations reviewed. Provost's recommendation sent to President	Provost's Office	April 30	President's Office
10) Final action	President's Office	May 17	Provost's Office Centers Faculty Senate Appropriate Deans
11) Final letter to Centers detailing Faculty Senate and President's final recommendations	Provost's Office	May 31	Centers