

**SCHEDULE OF ACTIVITIES
ADMINISTRATIVE AND EDUCATIONAL SUPPORT UNIT REVIEWS
2009-2010**

May 2009	OPAR notified Vice Presidents and Deans of scheduled reviews
September 2009	OPAR reminds Vice Presidents and Deans of scheduled reviews Instructional material retrieved from CAU website
October 2009 - February 14, 2010	Departments conduct self-studies
February 26, 2010	Reports due in the Offices of the Vice President, Dean and OPAR Vice Presidents and / or Deans in collaboration with OPAR, appoints Internal Review Teams
February 2010 – April 15, 2009	Internal Review Teams conduct reviews and write reports Final Internal Review Team Reports are due in Offices of the Vice Presidents and / or Deans, and OPAR
May 30, 2010	Departments review IRT findings, recommendations, and Self Study Priorities identified for Unit Quality Enhancement Plan Quality Enhancement Plan Priorities Form completed.
June 30, 2010	Program Quality Enhancement Plan Priorities Form submitted to: <ul style="list-style-type: none">• Office of the Vice President• School Dean• Office of Planning, Assessment and Research Departments develop Unit Quality Enhance Plan for AY 2010 - 2011