# APR/Accreditation Timeline and Checklist

### APR/Accreditations in 2016-2017

**Programs**
- Applied Indigenous Studies
- Educator Prep Provider (CAEP)*
- Global Languages & Cultures
- Hotel & Restaurant Management*
- Physics & Astronomy
- Sustainable Communities

### Year Before Review

#### Fall Semester
- VPAA Distributes List of Upcoming APR’s
- VPAA Meets with Dept. Chairs for Orientation to APR process

#### Spring Semester
- Form self-study committee
- Chair identifies potential external consultants
- Draft self-study
- VPAA/Provost selects internal reviewer

### APR/Accreditations in 2015-2016

**Programs**
- Biology
- Chemistry
- Communication Sciences and Disorders*
- Comparative Cultural Studies
- School of Earth Sci and Envir Studies
- Engineering (graduate)
- Interior Design*
- Mathematics & Statistics
- Occupational Therapy*
- Music*
- First Year Seminar

### Year of Review

#### Fall Semester
- Chair recommends external consultants to Dean and VPAA
- VPAA selects internal reviewer
- VPAA sends invitations
- Begin developing timeline/draft itineraries for entry/exit meetings and site visit schedule
- Complete draft self-study and send to Dean and VPAA for review

#### Spring Semester
- Finalize self-study by Jan. 31 and send to reviewers at least one month in advance
- Conduct site visit
- Receive external consultants report
- Respond to report if necessary
- Dept. processes travel reimbursements and honorarium for consultants

### APR/Accreditations in 2014-2015

**Programs**
- Athletic Training*
- Philosophy
- Physician Assistant Studies*
- Sociology

*dependent on accreditation timelines

### Year Following Review

#### Fall Semester
- Create draft action plan for Dean and VPAA to review
- Schedule action plan meeting with VPAA, Provost and others
- Finalize action plan (Provost’s memo to the file)

#### Spring Semester
- A progress report will be requested by the VPAA approximately 3 years after completion of the APR
- The progress report should include a brief summary of progress relative to the action plan

### Three years after APR

- A progress report will be requested by the VPAA approximately 3 years after completion of the APR
- The progress report should include a brief summary of progress relative to the action plan

---

*(8.18.15)*