

Tasks to completed by the dean of the unit under review

- ☐ Approve the completed APR Preliminary Information Form (Appendix 1) and submit to the UPRA Office.
- ☐ Review list of proposed faculty/local community member reviewers (nominees) and rank by order of invitation preference with academic unit; provide written approval to the UPRA Office (this may be provided in accompanying email.)
- ☐ Prepare dean's questions (if any) for self-study committee.
- ☐ Approve self-study report before submission to the UPRA Office.
- ☐ Provide written approval for self-study report to the UPRA Office.
- ☐ Attend entry and exit meetings for APR.
- ☐ Read site visit report.
- ☐ Write brief summary report for submission to the University Provost and receive feedback guidance.
- ☐ Meet with the Provost to discuss the findings.
- ☐ Prepare report to unit outlining guidance for Unit Response Report.
- ☐ Read Unit Response Report and provide written approval to the UPRA Office.
- ☐ Review with unit head and implement corrective actions as a result of the APR and Provost's guidance.
- ☐ Continue to monitor progress on corrective actions until next program review.