

PROGRAM REVIEW CALENDAR & CHECKLIST

- ☐ **AUGUST: LOG INTO NUVENTIVE**
- ☐ **SEPTEMBER: DRAFT YOUR RESPONSES IN NUVENTIVE**
- ☐ **SEPTEMBER: DISCUSS RESPONSES WITH YOUR DEPARTMENT & YOUR DEAN/MANAGER**
- ☐ **OCTOBER: UPDATE YOUR GOALS (& SET NEW ONES)**
- ☐ **NOVEMBER: IDENTIFY RESOURCES NEEDED TO ACHIEVE GOALS**
- ☐ **DECEMBER: FINALIZE PROGRAM REVIEW, GOAL UPDATES, AND RESOURCE REQUESTS**
- ☐ **DECEMBER: SUBMIT PROGRAM REVIEW, GOAL UPDATES, AND RESOURCE REQUESTS**
- ☐ **[COMPREHENSIVE PROGRAM REVIEWS ONLY]
MARCH: PRESENT HIGHLIGHTS FROM YOUR PROGRAM REVIEW TO PRSC**