CUYAMACA · COLLEGE ·

PROGRAM REVIEW AUTHOR FALL 2025 CHECKLIST

- [ ] **AUGUST:** ATTEND NUVENTIVE TRAINING

- [ ] **AUGUST:** LOG IN TO NUVENTIVE

- [ ] **SEPTEMBER:** DISCUSS YOUR PROGRAM REVIEW WITH YOUR DEPARTMENT & DEAN

- [ ] **SEPTEMBER:** ATTEND A DATA TRAINING & A GOAL-SETTING TRAINING

- [ ] **SEPTMBER:** UPDATE AND/OR ADD PROGRAM GOALS

- [ ] **OCTOBER:** MAP GOALS AND WRITE YOUR PROGRAM REVIEW NARRATIVE

- [ ] **NOVEMBER:** FINALIZE YOUR PROGRAM REVIEW

- [ ] **DECEMBER 1ST:** SUBMIT YOUR PROGRAM REVIEW FOR DEAN REVIEW IN NUVENTIVE (EARLY BIRD)

- [ ] **JANUARY 12:** CONFIRM PROGRAM REVIEWS & RESOURCE REQUESTS HAVE BEEN SUBMITTED