**Typical Program Review Schedule**

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| **DAY 1** |  |  |
| Time | Activity | Location |
| 1:00-3:00 PM | Arrive in Cookeville |  |
| 3:00-4:00 PM | Orientation session for the program reviewer, with Associate Provost Sharon Huo, Department Chair, and College Dean | Deans’ Conference Rm  DBRY 200 |
| 4:00-5:00 PM | Begin departmental visit |  |
| 6:00 PM | Dinner with selected individuals |  |
| **DAY 2** |  |  |
| 7:30 AM | Breakfast |  |
| 8:30 AM | Meet with College Dean |  |
| 9:30 AM | Meet with Provost Bruce, Senior Associate Provost Stephens, Associate Provost Huo, VP/Associate VP for Research (if graduate program) | Deans’ Conference Rm  DBRY 200 |
| 10:30 AM | Meet with departmental faculty |  |
| 12:00 noon | Luncheon with departmental faculty |  |
| 1:30 PM | Meet with departmental Chair |  |
| 2:30 PM | Meet with departmental students |  |
| 3:30 PM | Meet with other stakeholders |  |
| 4:30 PM | Tour department |  |
| 5:30 PM | Dinner on own or with a faculty member; work on reviewer draft report |  |
| **DAY 3** |  |  |
| 7:30 AM | Breakfast |  |
| 9:00 AM | Meet with departmental Chair and, as necessary, with faculty and/or Dean |  |
| 10:00 AM | Time to prepare for exit |  |
| 11:00 AM | Exit interview: President, Provost, Senior Associate Provost, Associate Provost, VP/ Associate VP for Research (if graduate program), Dean, chairperson, and departmental faculty | Deans’ Conference Rm  DBRY 200 |

Note: This schedule may be altered to fit the needs of the reviewer or the schedules of the faculty or administrators.