



# **COLLEGE AREA REVIEW ADMINISTRATIVE AREA REVIEW GENERAL TIMELINE 2015**

January-February	Unit Orientation Meeting
February-June	Unit workgroups conduct review Completes report and makes recommendations
June-July	Unit Supervisors/Managers/Director review documents and drafts final unit report and comments on recommendations
July-August	Unit Head reviews final report and comments on unit recommendations and provides consolidation of report and recommendations. Unit Head or Unit liaison meets with CAR Coordinator to discuss report.
<b>September 15</b>	CAR unit report and recommendations are due to the College Area Review Coordinator
October	College Area Review Committee (CARC) Workgroup and Fall CARC Meeting CAR-ADAR reports are due to Executive Team
November	Executive Team approves Recommendations CAR Recommendations are reported back to individual units.
December	Unit received CAR report and recommendations and final approve disposition of recommendations.