

2022

July

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
27	28	29	30	01	02	03
04	05	06	07	08 Outline feedback given to writers	09	10
11	12	13	14	15	16	17
18	19	20	21	22 Writers submit 2nd/Final draft of outlines with revisions	23	24
25	26	27	28	29	30	31
01	02	Notes:				

2022

August

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
01	02	03	04	05 Final outline approved or additional revisions suggested	06	07
08 Planning conference call with consultants and Lynne	09	10	11	12	13	14
15 Finalize Internal Review Team members	16	17	18	19	20	21
22 Classes begin	23	24	25	26	27	28
29	30	31	01	02	03	04
05	06	Notes:				

2022

September

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
29	30	31	01	02	03	04
05 Labor Day - University and Education Center closed	06	07	08	09 Writers to complete narratives in Xitracs, including evidence	10	11
12 Orientation for Internal Review Team members	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	01	02
03	04	Notes: September 1- October 7, 2022 - Lynne review narratives and evidence; prepare feedback				

2022

October

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
26	27	28	29	30	01	02
03	04	05	06	07 Feedback from Lynne given on narratives and evidence	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31 Writers revised narratives (in colored font other than red) and evidence completed	01	Notes:				

2022

November

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
31	01	02	03	04	05	06
07	08	09	10	11 Veteran's Day - No classes	12	13
14	15	16	17	18	19	20
21	22 Feedback from Internal Review Team is due to Lynne and	23	24	25	26	27
28 Lynne review/edit narratives and evidence	29 Lynne review/edit narratives and evidence	30 Lynne review/edit narratives and evidence	01	02	03	04
05	06	Notes: <ul style="list-style-type: none">•November 1-22, 2022 - Lynne and Internal Review Team to review narratives and evidence; prepare feedback•November 28-30, 2022 - Lynne review/edit narratives and evidence<ul style="list-style-type: none">oWriters available to make additional revisions				

2022

December

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
28	29	30	01 Version 1 of Report sent to consultant	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	01
02	03	Notes:				

2023

January

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
26	27	28	29	30	31	01
02	03	04	05 Receive feedback from consultant	06	07	08
09 Conference phone call with consultant and entire writing team	10	11	12	13	14	15
16	17	18	19	20 Revisions to narratives and updated evidence due	21	22
23 Lynne review narratives and evidence	24 Lynne review narratives and evidence	25 Lynne review narratives and evidence	26 Lynne review narratives and evidence	27 Lynne review narratives and evidence	28	29
30 Lynne review narratives and evidence	31 Version 2 of Report sent to consultant	Notes:				

2023

February

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
30	31	01	02	03	04	05
06	07	08	09	10	11	12
13	14	15	16	17	18	19
20 Receive feedback from consultant	21	22	23 Conference phone call with consultant and entire writing	24	25	26
27	28	01	02	03	04	05
06	07	Notes:				

2023

March

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
27	28	01	02	03	04	05
06	07	08	09	10 Updated narratives and evidence due in Xitracs	11	12
13 Lynne review narratives and evidence	14 Lynne review narratives and evidence	15 Lynne review narratives and evidence	16 Lynne review narratives and evidence	17 Lynne review narratives and evidence	18	19
20 Lynne review narratives and evidence	21 Lynne review narratives and evidence	22 Lynne review narratives and evidence	23 Lynne review narratives and evidence	24 Feedback provided to writers	25	26
27	28	29	30 Writers complete revisions to narratives and evidence	31 Optional Version 3 Report sent to consultant	01	02
03	04	Notes:				

2023

April

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
27	28	29	30	31	01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17 Feedback received from consultant	18 Lynne Reviews narratives and evidence	19 Conference phone call with consultant and entire writing	20 Lynne Reviews narratives and evidence	21 Lynne Reviews narratives and evidence	22	23
24 Lynne Reviews narratives and evidence	25 Lynne Reviews narratives and evidence	26 Lynne Reviews narratives and evidence	27 Lynne Reviews narratives and evidence	28 Writers complete FINAL revisions to narratives and evidence	29	30
01	02	Notes:				

2023

May

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
01 Lynne review narratives and evidence	02 Lynne review narratives and evidence	03 Lynne review narratives and evidence	04 Lynne review narratives and evidence	05 Lynne review narratives and evidence	06	07
08 Lynne review narratives and evidence	09 Lynne review narratives and evidence	10 Lynne review narratives and evidence	11 Lynne review narratives and evidence	12 Report sent to Provost for approval	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31 Feedback from Provost	01	02	03	04
05	06	Notes:				

2023

June

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY	
29	30	31	01 Final revisions based on Provost's feedback	02 Final revisions based on Provost's feedback	03	04	
05 Final revisions based on Provost's feedback	06 Final revisions based on Provost's feedback	07 Final revisions based on Provost's feedback	08 Final revisions based on Provost's feedback	09 Final revisions based on Provost's feedback	10	11	
12 Final revisions based on Provost's feedback	13 Final revisions based on Provost's feedback	14 Final revisions based on Provost's feedback	15 Final revisions based on Provost's feedback	16 Report sent to President for approval	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30 Feedback from President and Senior Leadership Team	01	02	
03	04	Notes:					