

**Drexel University
Office of the Provost
Dean Review Timeline**

Dates are for the fifth year of the dean's appointment and indicate the latest date by which the designated activity will be completed.

September 1	Provost formally informs the Dean and faculty and staff of the College/School of impending review.
October 15	Provost charges the review committee.
November 15	Review committee finalizes surveys with the Provost's Office including any additional questions.
December 1	Surveys of relevant constituent groups launched.
December 15	Surveys closed.
January 15	Results of surveys and other relevant data submitted to review committee.
February 15	Before preparing the final report, the Committee reviews the findings with the Dean and solicits the Dean's response either verbally or in writing within seven working days.
March 15	Final report of Committee completed and provided to the Dean and Provost.
April 1	The Dean may submit a written response and comments on the Committee's report to the Provost.
June 15	Final decision to be communicated to the College/School faculty and professional staff by the Provost.