

EPPAS Reporting Timeline

January February March April May June July August Sept October November December

RIPA											
2015					Submit for Fall 2016 Start						
					BOT and External Review	Updates	BOT and External Review for Fall 2016 Start				
2016	Cont...	First PRP	Add information	Second PRP	Submit for Fall 2017 Start						
	Cont...		Board Mtg.		Board Mtg.		Updates	BOT and External Review for Fall 2016 Start			

January February March April May June July August Sept October November December

PERCA											
2015					Cycle 2 Expiration	Updates	Cycle I: Submit Renewals 2 reviews, if needed 1 review, if needed				
					BOT Audit						
2016	Add information	First PRP	Add information	Second PRP			Cycle 1 Expiration	Updates	Cycle 2: Submit Renewals 2 reviews, if needed 1 review, if needed		
	Cont...		Board Mtg.		Board Mtg.	BOT Audit					
2017	Add information	First PRP	Add information	Second PRP			Cycle 2 Expiration	Updates	Cycle I: Submit Renewals 2 reviews, if needed 1 review, if needed		
	Cont...		Board Mtg.		Board Mtg.	BOT Audit					

Explanations

RIPAs should all be submitted between May 1-August 31 one year prior to a September start.

Cycle I Institutions submit PERCAs between August 1-October 31 every other year.

Cycle II Institutions submit PERCAs between August 1-October 31 every other year.

The Program Review Panel meets twice a year, in February and April. An institution may be asked for more information and re-reviewed in April.

BOT Staff will do an initial view of RIPAs in September and find external reviewers between October and January.

BOT Staff will do an initial review of PERCAs. Anything flagged will be sent to the PRP.

PERCAs submitted in November or December will only have one opportunity with the PRP (April meeting) if they are flagged.*

*Anything submitted after December 31, will be disapproved in January.

Updates to EPPAS will occur in July. No applications should be started or submitted during this month.

Cycle I:	Cycle II:
UM Crookston	UM Twin Cities
UM Duluth	UM Morris
Metro State	Bemidji State
Moorhead State	Mankato State
St. Cloud State	Southwest State
Winona State	Bethel
Alfred Adler	Carleton
Argosy	St. Benedict
Augsburg	St. Catherine
Bethany	Concordia MH
Capella	Crown
St. Scholastica	Northwestern
Concordia St.P	St. Mary's
Gustavus	St. Olaf
Hamline	St. Thomas
Martin Luther	
North Central	
Walden	

PERCA Review Process

1	Institution	Renews PERCA application and submits via EPPAS for a chance at two reviews	Aug 1 - Oct. 30	EPPAS
		Renews PERCA application and submits via EPPAS for only one review	Nov. 1-Dec. 30	EPPAS
2	Board of Teaching Staff	Audits PERCA application	Aug 1 - Jan 31	BOT Audit Sheet
3	Board of Teaching Staff	If a program is flagged, program leader is notified with reasoning	Aug 1 - Jan 31	Memo

4	Institution	May provide additional information	By January 31	No set format
5	Program Review Panel	Reviews identified programs from Aug-Oct submissions and either provides a recommendation to the Board of Teaching or asks for additional information	February Meeting	Program Review Criteria Form
6a	Board of Teaching	Act on PRP recommendations	March Meeting	
6b	Institution	May provide additional information if requested	By March 31	No set format
7	Program Review Panel	Reviews Nov/Dec submissions and programs with additional information, and makes a recommendation to the Board of Teaching	April Meeting	Program Review Criteria Form
8	Board of Teaching	Act on PRP recommendations	May Meeting	

RIPA Review Process

1	Institution	Submits RIPA through EPPAS	May 1 - Aug 31	EPPAS
2	Board of Teaching Staff	Audits RIPA application Submits to external reviewers	May 1 - Jan 31	BOT Audit Sheet
3	External Reviewer	Reviews Application and may request additional information from institution	May 1 - Jan 31	Reviewer Sheet
4	Institution	May provide additional information	By January 31	No set format
5	Program Review Panel	Reviews identified programs and either provides a recommendation to the Board of Teaching or asks for additional information	February Meeting	Program Review Criteria Form
6a	Board of Teaching	Act on PRP recommendations	March Meeting	
6b	Institution	May provide additional information if requested	By March 31	No set format

7	Program Review Panel	Reviews programs with additional information, and makes a recommendation to the Board of Teaching	April Meeting	Program Review Criteria Form
8	Board of Teaching	Act on PRP recommendations	May Meeting	