The review process begins with the following, provided by the University Assessment Committee (UAC):

- (a) Official
 Announcement(s);
- (b) Reporting forms and reference documents;
- (c) Data profiles provided by IR (where available)
- (d) Invitation to Workshop(s); (periodic/not offered every year)

- (a) UAC Check-in with Department Chairs and Program Coordinators with a reminder;
- (b) Ensure awareness of process & forms, and answer questions.

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- (b) Ensure awareness of process & forms, and answer questions.

- (a) The UAC holds a norming session to facilitate common interpretation of review criteria.
- (b) Reviews are assigned to appropriate UAC members.
- (a) Submit completed reviews using the appropriate Google Form (see above)
- (b) Individuals submitting bridge reviews should automatically receive a copy of their submission from Google Forms.
- (a) UAC Check-in with Department Chairs and Program Coordinators with a reminder.
- (b) Answer questions and offer assistance if needed.

- (a) UAC academic program reviewers use process review guidelines to provide feedback on bridge assessment reports.
- (a) UAC leadership share feedback with appropriate individuals (Dept. Chairs and/or Program Coordinators who completed the review, relevant leadership). Feedback is emailed and uploaded to appropriate folder in the

^{*}Only accessible to appropriate individuals (e.g. chair, dean, provost, current UAC members) through their '@wilkes.edu' email address.