



2021-2022 Program Review Deadlines

IMPORTANT INFORMATION – PLEASE READ! Deadlines will be enforced.

Please see revised designator list for assignment of new Levels 1-4.

Level 4 **Thursday, February 10, 2022**
Identified Student Services Programs

Level 3 **Monday, March 7, 2022**
Academic Programs and Identified Programs with a Supervisor/Director

Level 2 **Monday, April 11, 2022**
Deans

For resource allocation requests at any level to be considered:

- Review must be submitted on time and by the deadline.
- Requested modifications to review must be made.
- Requests for new full-time faculty hires must be included in Academic and Level 2 reviews to be considered for Faculty Hiring Prioritization.

If these criteria are not met, the resource request will **NOT** be considered approved **nor** be included in the Prioritization Process. *Items requested in a late program review can only be addressed through the normal budget development process.*

Programs completing a “comprehensive” program review can find the necessary program review materials at the [Institutional Program Review Committee’s website](#).

Questions? Please contact your program review committee chair below with questions:

Academic Program Review: [Tanya Haddad](#), APR Chair & [Susan Yonker](#), IPRC Faculty Co-Chair

Student Services Program Review: [Suzanne Woods](#), SAPR Chair

Academic Administrative Program Review: [Mia McClellan](#), AAAPR Chair

Business & Financial Affairs, Human Resources, Institutional Technology,

& Superintendent/President Program Review: [Marc Colcleaser](#), BFAHRITSP Chair

IPRC Prioritization Timeline 2021 - 2022

Deadline	Task
No Later than October 1	IPRC reviews rubric and process.
October – November	IPRC offers training workshops to support program review.
No later than December 1	Level 2 leads meet with all interested Level 3 program members to share information about district, division, and unit goals. This meeting may be a regularly scheduled school or unit meeting. Level 3 program review leads and contributors are encouraged to attend.
No later than January 5	IT opens online Program Review application for Levels 4 and 3. Institutional Research ensures data is available.
February 10	Identified Level 4 Program Reviews are submitted (Student Affairs).
March 1-4	IPRC coordinates with Level 2 leads to provide program review training.
March 7	Level 3 Program Reviews and any required SLO/AUO Timelines are submitted.
April 11	Level 2 Program Reviews and prioritized resource requests are submitted.
April 11-15	IPRC chairs provide prioritization training to responsible taskforce members. Training may include review of Strategic Priorities, review of Institution-Set Standards, review of Institutional Goals, etc.
April 18-29	Program Reviews are read by the Prioritization Taskforce and resource requests are prioritized for funding.
May 1	IPRC sends final prioritized list to Planning and Budget Committee. PBC reviews prioritization list and identifies potential funding sources for prioritized items.
May	Level 2 leads communicate their final prioritized resource requests at regular unit meetings.
May	Level 2 leads meet with Level 1 to communicate their final goals and resource requests.
August	All approved resource requests are forwarded to SCC for review and announcement.
August	Final Master Prioritization List published.



IPRC Prioritization Timeline 2021 - 2022

August-September	Office of VPBFA coordinates notification of those departments now authorized to purchase prioritized items.
September-October	VPBFA creates Program Review award list for 2021-22 and provide status updates of award expenditures.
	IPRC coordinates presentations of awardees regarding program implementation and impact.

IPRC=Institutional Program Review Committee

IR=Institutional Research

IT=Institutional Technology

PBC=Planning and Budget Committee