



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 **Friday, March 4, 2022**
Academic Programs and Identified Programs with a Supervisor/Director

Level 2 **Friday, April 1, 2022**
Deans

Level 1 **Friday, April 29, 2022**
Superintendent/President and Vice Presidents

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: TBD, 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 November 15	IT opens online Program Review application for Levels 4 and 3. Institutional Research ensures data is available.
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.
February 10	Identified Level 4 Program Reviews are submitted.
March 4	Level 3 Program Reviews and any required SLO/AUO Timelines are submitted.
March 1-5	IPRC coordinates with Level 2 leads to provide program review training.
March 9	IT opens Program Review application for Level 2.
April 1	Level 2 Program Reviews and any required SLO/AUO timelines are submitted.
April 6	IT opens Program Review application for Level 1.
April 6-9	Level 1 leads meet with Level 2 to receive input and discuss the priorities of Level 1 reviews.
April	Level 2 leads communicate their final unit goals and resource requests at regular unit meetings.
April 29	Level 1 Reviews are submitted.
May	Level 1 leads meet with Level 2 to communicate their final Division goals and resource requests.
April - May	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.
May	Program Reviews are read by the Prioritization Taskforce and resource requests are prioritized for funding.



IPRC Prioritization Timeline 2021 - 2022

May	IPRC sends final prioritized list to Planning and Budget Committee. PBC reviews prioritization list and identifies potential funding sources for prioritized items.
August	All approved resource requests are forwarded to SCC for review and announcement.
August	Final Master Prioritization List published.
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