



# 2025-2026 Program Review Timeline

IMPORTANT INFORMATION – PLEASE READ! Deadlines will be enforced.

**Level 3** **Friday, October 31, 2025**

Academic Programs and Identified Administrative Units

**Level 2** **Friday, January 16, 2026**

Deans and Identified Administrative Units

**Level 1** **Friday, March 6, 2026**

Vice Presidents/Superintendent/President

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:

[Rebekah Stassinopoulos](#), APR Chair

Student Services Program Review:

[Rachel Fischer](#), SAPR Chair

Academic Administrative Program Review:

[Joachim Latzer](#), AAAPR Chair

Business & Financial Affairs, Human Resources, Institutional Technology,

& Superintendent/President Program Review:

[Omar Gutierrez](#), BFAHRITSP Chair

## IPRC Program Review and Prioritization Timeline 2025 - 2026

Deadline	Task
August	Institutional Research ensures data is available to Program Review leads.
No later than August 18	IT opens online Program Review application for Level 3.
August - October	IRP offers training workshops to support program review.
No later than September 8	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.
October 31	Level 3 Comprehensive and Annual Update Program Reviews are submitted.
November 1 - 10	IRP Validation process for review Level 3 comprehensive program review submissions
November - December	IRP coordinates with Level 2 leads to provide program review training.
December 1 - 12 (approximate date)	Level 2 meeting with Level 1 lead to review Level 3 resource requests for possible funding options or budget planning augmentation.
January 16	Level 2 Program Reviews and prioritized resource requests are submitted.
January 26-30	IRP checks all program reviews are submitted with proper documentation
January - February	Level 2 leads communicate their final prioritized resource requests at regular unit meetings.
March 6	Level 1 program reviews and prioritized resource requests are submitted
March 16	Resource requests for new faculty members are forwarded to the Faculty Hiring Prioritization (FHP) Committee.
March 6 - 20	Estimated dates for Department Annual Budget Development process.



## IPRC Program Review and Prioritization Timeline 2025 - 2026

March 9 - 27	IRP office prepares resource requests lists for prioritization process.
April 6 - 24	IPRC chairs provide training to Prioritization Taskforce members. Training may include institutional goals and materials for completing the prioritization process. Prioritization Taskforce members review completed program reviews.
April 27 – May 1	Prioritization Taskforce members complete review of resource requests and vote to determine prioritization list.
May 6	IPRC reviews rubric and process.
May 11-29	The prioritized list is then reviewed and ratified by the Executive Leadership Team (ELT).
June	IPRC sends final prioritized list to the Office of Business & Financial Affairs to identify potential funding sources for prioritized items.
June-July	Office of Institutional Research and Planning and IT review the Program Review process to identify areas of continuous improvement.
August	Final approved prioritization list is forwarded to SCC for information and published.
August-September	Departments are notified of authorization to purchased approved prioritized items.

IPRC=Institutional Program Review Committee

IRP=Institutional Research & Planning

IT=Institutional Technology