BERKELEY CITY COLLEGE
1974
TRANSFORMING LIVES

2019-2020 Program Review (Annual Program Update/APU) Timeline
DRAFT
Instruction, Student Services and Administrative Services

Dates	Activities	Responsible parties	Notes
8/21/19	Tentative Dates to be shared with Academic Senate	VPI and Senate	PR/APU testing by some leads
8/23/29	Tentative Dates to be shared with Department Chairs	VPI, Chair of the Chair, Chairs	
9/3/19	PR/APU Tool be ready for use (testing done), Distribution to college community	Academic Affairs	
9/3 – 10/25	Deans work with Department, program, and service program leads during this time. APU process will include resource prioritization to be done at each department, program, and service level.		
10/25	Final Draft APU Submission to Deans Deans ensures complete submissions and pass them on to IPC,	All, Deans	
10/28 – 10/31	Integrated Planning Committee Validation	IPC committee	
11/1	IPC communicates their feedback to departments, programs, and services. Departments, programs and services revise (if appropriate) APUs with their feedback.	IPC committee	
11/4 – 11/8	Submission of FINAL APU to IPC committee	Departments, programs, services, IPC	

11/11 - 14	Researcher produces a summary of resource needs (prioritized) and send them to relevant Participatory Governance committees for review:
	   a) Technology Committee
	   b) Facilities Committee
	   c) Integrated Planning Committee
	   d) Roundtable for Budgeting and Planning
	Each committee be ready to submit their prioritized recommendation to Roundtable for 12/9 meeting.
			• Development of Budget and Planning Committee?

12/9	Roundtable Review of Committee recommendation for prioritized needs for resources for 20-21. Recommendation to the President		