



**2020-2021 Program Review (Annual Program Update/APU) Timeline
Instruction, Student Services and Administrative Services
BCC Program Review/APU and Resource Allocation Process and Timeline**

Dates	Activities	Responsible parties	Notes
Mid-August 2020	APU 20-21 Draft Timeline, expectations, guiding principles, and recommended process to be ready to be shared with the Participatory Governance committees. (focus is on SLO/A, student success & elimination of equity gap) APU 20-21 Draft Tool (Word Document) to be ready for Chairs, Senate, and IPC review	Cabinet, Researcher	FY 2020-2021 APU will be conducted independently at BCC. District will provide necessary data by the end of August 2020.
8/14/20	Tentative timeline, process, framework, and tool to be shared with the Department Chairs	VPI, Deans, Chair of the Chair, Chairs	
8/27/20	IPC review of timeline, process, framework and tool	VPC members	
9/2/20	Academic senate review of timeline, process, framework and tool	VPI and Academic Senate	
Week of September 7, 20	Equity-Minded Data Analysis Training for the Chairs, Student Services and Administrative Services		Training will be based on the 2020-2021 Institutional Goals
9/14/20	Roundtable for Budget and Planning review of APU timeline, process, framework and tool	VPI update	

	PR/APU Tool be ready for use (recent data linked), Distribution to college community	VPI, Researcher	
9/14 – 10/19/20	Deans work with each Department, program, and service leads during this time. APU process will include resource prioritization to be done at each department, program, and service level. (Personnel, Supplies, Instructional Equipment, PD, and Facilities needs) Submission to the Deans.	Deans, Department Chairs, Program Directors, etc.	As was the case for 2019-2020, the requests should include only additional or needs above the funded allocation for 2020-2021. (Deans provide baseline funded budget to the departments?)
10/22	Department presentations at the IPC meeting	Departments, IPC Budget Allocation Task Force	
10/23- 10/30	IPC validation, feedback to the departments,	IPC members, Researcher, Deans, Department Chairs, Program Directors, etc.	
11/2- 11/6	Departments finalize the report and resource prioritization with the feedback, submit final APU to IPC committee		
11/9-11/20	IPC Resource Allocation Task Force makes allocation recommendations	IPC Resource Allocation Task Force	IPC will need to add additional meeting to complete this process (Thanksgiving)
11/23 or 12/14	Roundtable Review of the Committee recommendation for prioritized needs for resources for 21-22.		

	Recommendation to the President		
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