

# IP&B Update

- **Completed**

- Instructional Program Review Template & Rubric Draft
- CTE Program Review Addendum Template & Rubric Draft
- Finance Template Draft
- Annual Budget Update Template 3<sup>rd</sup> read and approval at Academic Senate
  - R&R Review completed and changes incorporated

- **To Do List**

- Create Annual Budget Update planning timeline
  - Include survey for feedback
- Provide IP&B update to The Council in January
- Finalize Instructional Program Review Template & Rubric
  - Add PROD
- Student Services and Instructional Support Disciplines Program Review Retreat
  - Retreat on Feb 5<sup>th</sup>
- Continue development of the Finance Template
- Create Program Review process
  - Timeline – 5 year cycle
  - Evaluation Point Structure
  - Roles and Responsibilities
  - Annual surveys and analysis of process efficiency
  - Process for making amendments and additions to the templates
  - Program Review Manual (all aspects above included in Manual)
  - Powerpoint template for public presentation