BACHELOR DEGREE DEVELOPMENT TIMELINE FOR 2021-22 AND 2022-23

In accordance with the [ICAPP](https://councilofpresidents.org/about/committees/icapp/)*1* for Higher Education notification, the SBCTC Bachelor Degree Development process includes three-steps:

* [Idea Stage](https://www.sbctc.edu/colleges-staff/programs-services/applied-baccalaureates/bachelors-program-approval-application.aspx)/Notice of Intent
* [Statement of Need](https://www.sbctc.edu/colleges-staff/programs-services/applied-baccalaureates/bachelors-program-approval-application.aspx)
* [Program Proposal](https://www.sbctc.edu/colleges-staff/programs-services/applied-baccalaureates/bachelors-program-approval-application.aspx)

# 2021 - 2022 Planning Timeline

Deadlines for Final Adoption at October 20 – 21, 2021 State Board Meeting

Statement of Need

* + July 9, 2021 — Statement of Need due to SBCTC staff for October State Board meeting consideration.
  + Aug. 6, 2021 — Colleges receive revisions from SBCTC staff.
  + Sept. 1, 2021 (or earlier) — Statement of Need placed on 30-day review after college revisions and final review by SBCTC staff.
  + Oct. 20 – 21, 2021 — Consideration for the Statement of Need presented at the State Board meeting. Prior to a 30-day review of the Statement of Need SBCTC staff will provide feedback and have a final review meeting, including any concerns about the Statement of Need, prior to the State Board meeting.

### Program Proposal

* + Aug. 13, 2021 — Program Proposal due to SBCTC staff for initial review within approximately 12 months of State Board approving the Statement of Need.
  + Sept. 20, 2021 — Program Proposal reviewed by peer panel on or before this date.
  + Oct. 20 – 21, 2021 — Program Proposal presentation at State Board meeting for board action.2

***Please note that the above dates are subject to change dependent on State Board calendar and unforeseen scheduling conflicts.***

*1 ICAPP represents the Interinstitutional Committee for Academic Program Planning*

*2 Colleges are responsible for securing accreditation approval for substantive changes through the NWCCU and Financial Aid and Veterans’ benefits through the Department of Education (DOE). Upon Board approval of a baccalaureate degree, SBCTC will provide the college with a verification letter.*

Deadlines for Final Adoption at Feb. 2 – 3, 2022 State Board Meeting

### Statement of Need\*\*

* + Nov. 1, 2021 — Statement of Need due to SBCTC staff for February State Board meeting consideration.
  + Nov. 29, 2021 — Colleges receive revisions from SBCTC staff.
  + Dec. 17, 2021 (or earlier) — Statement of Need placed on 30-day review after college revisions and final review by SBCTC staff.
  + Feb. 2 – 3, 2022 — Consideration for the Statement of Need presented at the State Board meeting. Prior to a 30-day review of the Statement of Need, SBCTC staff will provide feedback and have a final review meeting, including any concerns about the Statement of Need, prior to the State Board meeting.

### Program Proposal

* + Nov. 8, 2021 — Program Proposal due to SBCTC staff within 12 months of SBCTC approving the Statement of Need.
  + Jan. 5, 2022 — Program Proposal reviewed by peer panel on or before this date.
  + Feb. 2 – 3, 2022 — Program Proposal presentation at State Board meeting for action.

***Please note that the above dates are subject to change dependent on State Board calendar and unforeseen scheduling conflicts.***

***\*\*Colleges pursuing Bachelor of Science in Computer Science degrees can submit a Statement of Need starting on December 1, 2021 (per legislation) for consideration at the February State Board meeting. SBCTC staff will work with colleges who submit BS in CS Statements of Need on an individual basis to get materials prepared for board action. All future pursuits of a Bachelor of Science in Computer Science degree will follow the process outlined in this document.***

Deadlines for Final Adoption at May 4 – 5, 2022 State Board Meeting

### Statement of Need

* + Feb. 4, 2022 — Statement of Need due to SBCTC staff for May State Board meeting consideration.
  + March 4, 2022 — Colleges receive revisions from SBCTC staff feedback.
  + March 28, 2022 (or earlier) — Statement of Need placed on 30-day review after college revisions and final review by SBCTC staff.
  + May 4 – 5, 2022 — Consideration for the Statement of Need presented at the State Board meeting. Prior to a 30-day review of the Statement of Need, SBCTC staff will provide feedback and have a final review meeting, including any concerns about the Statement of Need, prior to the State Board meeting.

### Program Proposal

* + Feb. 11, 2022 — Program Proposal due to SBCTC staff within 12 months of SBCTC approving the Statement of Need.
  + April 1, 2022 — Program Proposal reviewed by peer panel on or before this date.
  + May 4 – 5, 2022 — Program Proposal presentation at State Board meeting for action.

***Please note that the above dates are subject to change dependent on State Board calendar and unforeseen scheduling conflicts.***

# 2022 - 2023 Planning Timeline

## Deadlines for Final Adoption at October 2022 State Board Meeting

### Statement of Need

* + July 8, 2022 — Statement of Need due to SBCTC staff for October State Board meeting consideration.
  + Aug. 5, 2022 — Colleges receive revisions from SBCTC staff.
  + Sept. 1, 2022 (or earlier) — Statement of Need placed on 30-day review after college revisions and final review by SBCTC staff.
  + Oct. 2022 (dates TBD) — Consideration for the Statement of Need presented at the State Board meeting. Prior to a 30-day review of the Statement of Need SBCTC staff will provide feedback and have a final review meeting, including any concerns about the Statement of Need, prior to the State Board meeting.

### Program Proposal

* + Aug. 12, 2022 — Program Proposal due to SBCTC staff for initial review within approximately 12 months of State Board approving the Statement of Need.
  + Sept. 20, 2022 — Program Proposal reviewed by peer panel on or before this date.
  + Oct. 2022 (dates TBD) — Program Proposal presentation at State Board meeting for board action.

***Please note that the above dates are subject to change dependent on State Board calendar and unforeseen scheduling conflicts.***

## Deadlines for Final Adoption at Feb. 2023 State Board Meeting

### Statement of Need

* + Nov. 1, 2022 — Statement of Need due to SBCTC staff for February State Board meeting consideration.
  + Nov. 29, 2022 — Colleges receive revisions from SBCTC staff.
  + Dec. 16, 2022 (or earlier) — Statement of Need placed on 30-day review after college revisions and final review by SBCTC staff.
  + Feb. 2023 (dates TBD) — Consideration for the Statement of Need presented at the State Board meeting. Prior to a 30-day review of the Statement of Need, SBCTC staff will provide feedback and have a final review meeting, including any concerns about the Statement of Need, prior to the State Board meeting.

### Program Proposal

* + Nov. 7, 2022 — Program Proposal due to SBCTC staff within 12 months of SBCTC approving the Statement of Need.
  + Jan. 6, 2023 — Program Proposal reviewed by peer panel on or before this date.
  + Feb. 2023 (dates TBD) — Program Proposal presentation at State Board meeting for action.

***Please note that the above dates are subject to change dependent on State Board calendar and unforeseen scheduling conflicts.***

## Deadlines for Final Adoption at May 2023 State Board Meeting

### Statement of Need

* + Feb. 3, 2023 — Statement of Need due to SBCTC staff for May State Board meeting consideration.
  + March 3, 2023 — Colleges receive revisions from SBCTC staff feedback.
  + March 30, 2023 (or earlier) — Statement of Need placed on 30-day review after college revisions and final review by SBCTC staff.
  + May 2023 (dates TBD) — Consideration for the Statement of Need presented at the State Board meeting. Prior to a 30-day review of the Statement of Need, SBCTC staff will provide feedback and have a final review meeting, including any concerns about the Statement of Need, prior to the State Board meeting.

### Program Proposal

* + Feb. 10, 2023 — Program Proposal due to SBCTC staff within 12 months of SBCTC approving the Statement of Need.
  + April 3, 2023 — Program Proposal reviewed by peer panel on or before this date.
  + May 2023 (dates TBD) — Program Proposal presentation at State Board meeting for action.

***Please note that the above dates are subject to change dependent on State Board calendar and unforeseen scheduling conflicts.***