

2011-12 Catalog Production Timeline

November

11/8–1/14.....Departments edit ***Career Technical Programs*** and ***Course Descriptions***.

December

3Last date for Departments to bring ***Career Technical Programs*** that are new or changed to Curriculum Committee for review and inclusion in 2011-12 catalog.

Last date for Departments to bring ***Course Descriptions*** that are new or changed to Curriculum Committee for review and inclusion in 2011-12 catalog.

January

4–15Individual contacts review proof pages for ***Additional Programs & Ways to Earn Credit*** and ***Student, Community & Business Resources***.

14.....Departments return proof pages for ***Career Technical Programs*** and ***Course Descriptions*** to Deans' Assistants.

19.....Individual contacts return proof pages for ***Additional Programs & Ways to Earn Credit*** and ***Student Community and Business Resources*** proof pages to Section Facilitator.

February

7–15Departments review proof pages for ***Course Descriptions***.

11–26.....Publications: Catalog in production.

March

1Individual contacts review final proof pages for ***Additional Programs & Ways to Earn Credit*** and ***Student, Community & Business Resources***.

2–4Departments review final proof pages for ***Career Technical Programs*** and ***Course Descriptions*** in Division Offices.

April

4–15Publications: Catalog in final production.

May

12.....Catalog on campus.