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RAP

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RAP

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Announcements

There are currently no active announcements.

Calendar

Start Time	Title	Description
1/13/2012 5:00 PM	Program Review and Planning Process Due	Your department/program's Fall 2011 Program Review and Planning document is due by Friday, January 13, at 5:00 pm. All Program Review and Planning documents will be considered submitted at this point. In order to qualify to submit a RAP Program Improvement and Development, Classified Staffing request form or a Perkins IV request this year, you must submit your Fall 2011 review and planning document by this date and the document must address each request you submit through RAP / Perkins IV this fiscal year. Please note that Program Maintenance requests do not need to be addressed in your Fall 2011 plan. We suggest that as you develop your Fall 2011 plan update

Contact Details

🔘 Cutler, Bruce
VP Consultant, President's Office

Links

▪ LMC Planning Site

Forms

Type	Name
📄	Program Improvement and Development Form 11-12
📄	Program Improvement and Development Criteria 11-12
📄	Classified Staffing Proposal Form 11-12
📄	Classified Staff Proposals Criteria 11-12
📄	Program Maintenance Form 11-12
📄	Program Maintenance Criteria 11-12
	Steps to request

keep in mind projects that you would like to pursue next fiscal year, 2012-13, that will require financial resources. We also encourage you to discuss these needs with your manager prior to submitting your plan on January 13th.

2/9/2012 5:00 PM

[RAP Proposals Due](#)

This is **the day** all requests are due to the Business Office, which includes Program Improvement and Development, Classified Staffing, Perkins IV and Program Maintenance requests. **If you miss this deadline or you did not document your Program Improvement and Development, Classified Staffing or Perkins IV request in your Program Review Update, your request will not be considered for funding during this year's review process.** As we did last year, you will submit your requests to the Business Office **without** your manger's signature. You may submit your requests in paper form or as an email attachment, but your submission must take place by the time the Business Office opens the next day at 7:00 am sharp! The Business Office will handle the process of obtaining your

[Perkins IV funds for 2012-2103](#)

[SecII_Part_B](#)

[SecII_Part_A](#)

[Checklist-Rev-4-10](#)

[College Goals Fall 2006](#)

RAP Definitions

Program Improvement and Development: Projects that ***add* to, *change or create programs or services***, as opposed to projects that just maintain the program. Examples are: new courses, new programs, or a material change in the way services are provided, such as online counseling.

Classified Staffing: Requests must be for permanent (not hourly) staffing with assigned responsibilities that fall within the Classified staffing parameters. Faculty, management and supervisory requests are excluded from this process.

Program Maintenance: Projects that maintain current programs and services, and the requests do not have to be documented in your Program Review and Planning documents. We have expanded the use of the Program Maintenance form to allow departments and programs to identify all their needs. The college will determine the appropriate manner in which to handle each. Use one form per request.

3/14/2012 8:00 AM	[Shared Governance Review](#)	manager's review and signature. The Shared Governance Council will meet to discuss the RAP proposals and formulate a funding proposal to the president.
4/12/2012 5:00 PM	[President's Announcement of Funding Decisions](#)	The president will notify the college community of the results for the Program Improvement and Development, Classified Staffing, Program Maintenance and Perkins IV review process.