
Planning involves everyone on campus through plan teams, Program Managers, Unit Managers, Area Managers, and committees. Click here for a listing of all Programs, Units, and Areas (and Managers).

**Important dates:**

- Program Plans and Program Review Plans due November 21, 2018
- Program Review Meetings begin on December 4, 2018
- Unit Plans due December 21, 2018
- Area Plans due January 25, 2019
- Institutional Planning Retreat April 12, 2019

**Information to help you to get started:**

- **If this is your first year** participating in planning, go to the Institutional Research & Planning (IRP) website to learn how to get started.

- **To access the planning software**, Taskstream, go to the IRP planning website and click on the “Streamlined” logo. Log in with your Rio Hondo Username and Password.

- **Last year’s Program Plans** and Program Review Plans can be found in your Taskstream workspace.

- **Planning data** is available online in Tableau visualizations.

- **Seventeen programs** are completing a Program Review Plan this year.
  - Program Managers completing Program Review are required to attend a Program Review orientation.
  - Programs will meet with the Program Review Committee during the week of December 4, 2018. Email Rebecca Rayas to schedule your meeting.

- **Attend** scheduled trainings to find out more!

- **Questions and feedback** can be provided via the Planning Helpline 562-463-6644