



ALABAMA COMMISSION ON HIGHER EDUCATION 2024 MEETING DATES AND DEADLINES

All documents and supporting materials for academic items must be submitted through the **Academic Program Review (APR) Portal** at apr.ache.edu, which requires authorized users to sign in using an ACHE-assigned login. If you forget your login details or need to update the authorized users, please contact Ms. Kristan White, Academic Program Analyst (kristan.white@ache.edu).

Please be sure to “lock” submissions in the APR Portal. Academic items are considered “submitted” only once they have been locked within the APR Portal by the appropriate user. Items that have not been locked by the deadline will not be reviewed for inclusion on the upcoming ACHE meeting agenda.

Deadline to Lock Graduate Proposals	Deadline to Lock Undergraduate Proposals	Deadline to Lock Non- Degree, Ext/Alterations, Other Info Items	ACHE Meeting Date	SACSCOC Sub Change Deadline
December 1, 2023 <i>*2023 Off-Campus Reports due</i>	December 8, 2023	January 5, 2024	March 8, 2024	March 15 (For full board approval at June mtg)
March 1, 2024	March 8, 2024	April 5, 2024	June 14, 2024	July 1 (For Exec Council approval)
June 1, 2024	June 14, 2024	July 12, 2024	September 13, 2024	September 1 (For full Board approval at Dec mtg)
September 1, 2024 <i>*2024 Post-Imp Reports due</i>	September 13, 2024	October 11, 2024	December 13, 2024	January 1 (For Exec Council approval)

Note: Placement of new program proposals on a particular Commission meeting agenda, even when the deadline is met, may be dependent upon the volume of proposals and other items received. The timeliness of peer review (when required) may also be a factor. Therefore, it is advisable to submit proposals as early as possible, especially when SACSCOC Sub Change is also required.

Questions about academic programs can be sent electronically to Dr. Robin McGill, Deputy Director of Academic Affairs (robin.mcgill@ache.edu); and Ms. Kristan White, Academic Program Analyst (kristan.white@ache.edu).