

CATALOG 2009-10 TIMELINE (for 10-11 Academic Year)

Academic Affairs: Distribute Draft 1 to Divisions	October 19, 2009
Divisions: Submit Draft 1 Changes to Academic Affairs	November 20, 2009
Academic Affairs: Update WebForms	December 18, 2009
Academic Affairs: Submit Draft 1 Changes to Marketing	January 11, 2010
Marketing: Production Work	January 11 to February 5, 2010
Marketing: Submit Draft 2 to Academic Affairs	February 5, 2010
Academic Affairs: Submit Draft 2 Changes to Divisions and Other College Units	February 8, 2010
Divisions: Submit Draft 2 Changes to Academic Affairs	February 26, 2010
Academic Affairs: Update WebForms	March 5, 2010
Academic Affairs: Submit Draft 2 Changes to Marketing	March 12, 2010
Divisions/Marketing: Final Proof in Marketing (Two day proof for typos only. No changes/revisions at this time)	April 8 and 9, 2010
Catalog to Printer	April 19, 2010
Catalog delivered to LBCC	May 10, 2010