# DRAFT Timeline for AY 2020-21 Program Planning and Assessment (PPA)

## Annual Integrated Planning & Budgeting Process

**Dates shown are DEADLINES**

### Fall 2020

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>9/11/20</td>
<td>Programs/services/offices submit PPA budget requests for activities to be undertaken in and positions to begin FY 2021-22.</td>
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<tr>
<td>9/15/20</td>
<td>Governing board approves the FY 2020-21 budget.</td>
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<tr>
<td>9/21/20</td>
<td>Deans/Directors submit prioritized budget requests for their area to the VP’s office.</td>
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#### OCTOBER

- **10/02/20**: VPs submit lists of prioritized requests for their division to the CBO
- **10/15/20**: VPs hold discussion of prioritized budget requests with their respective governance council.
- **10/21/20**: CBO holds discussion of prioritized budget requests for all divisions to College Planning Council for recommendation to Superintendent/President (S/P).
- **10/26/20**: Full-Time Faculty Hiring Committee submits recommendations to VPAA/VPSA for full-time faculty positions to begin Fall 2021.

#### NOVEMBER

11/9/20: S/P communicates the list of approved budget requests, including requests for full-time faculty and staff positions, to the College.

#### DECEMBER

12/7/20: Controller releases funds from 2020-21 FY budget for approved budget requests.

### Spring 2021

#### FEBRUARY

2/1/21: IR Director distributes academic and non-instructional PPA templates and budget request spreadsheets.

#### APRIL

- **4/1/21**: Programs/services/offices submit assessment reports and draft budget requests for activities to be undertaken in and positions to begin FY 2022-23.
- **4/15/21**: Deans/Directors submit assessment reports to the VP’s office.
- **4/29/21**: VPs hold discussion of assessment reports with their respective governance council.
- **4/29/21**: VPs submit assessment reports to IR Director.

#### MAY

5/5/21: CBO presents draft Tentative Budget for FY 2021-22 to College Planning Council for recommendation to S/P.
5/10/21: IR Director posts assessment reports to College web pages.