Timeline for AY 2023-24 Program Planning and Assessment (PPA)

Fall 2023

SEPTEMBER

9/05/23: **Governing board** approves the FY 2023-24 budget.

9/15/23: **Programs/services/offices** submit PPA budget requests for activities to be undertaken in and positions to begin FY 2024-25.

9/29/23: **Deans/Directors** submit prioritized budget requests for their area to the VP's office.

OCTOBER

10/13/23: **VPs** submit lists of prioritized requests for their division to the CBO

10/27/23: **VPs** hold discussion of prioritized budget requests with their respective governance council.

10/31/23: **Full-Time Faculty Hiring Committee** submits recommendations to VPAA/VPSA for full-time faculty positions to begin Fall 2024.

SEAP will review availability of alternate funding sources as feasible with the Controller

NOVEMBER

11/15/23: **PPO&A** reviews top budget request to recommend funding list to S/P based on available funding

11/30/23: **CBO** holds discussion of prioritized budget requests for all divisions to College Planning Council for recommendation to Superintendent/President (S/P).

DECEMBER

12/15/23: **S/P** communicates the list of approved budget requests, including requests for full-time faculty and staff positions, to the College.

Spring 2024

JANUARY

Controller releases funds from 2023-24 FY budget for approved budget requests.

FEBRUARY

02/02/24: **PPOA and IR Director** distributes academic and non-instructional PPA templates and budget request spreadsheets.

MARCH

3/22/24: **Programs/services/offices** submit assessment reports (in eLumen and Nuventive) and **draft** budget requests for activities to be undertaken in and positions to begin FY 2025-26 (final version submitted in Fall 2024).

APRIL

4/05/24: **Deans/Directors** complete signing instructional PPA reports in eLumen

4/26/24: **VPs** hold discussion of assessment reports with their respective governance council.

4/26/24: **VPs** submit assessment reports from Nuventive and eLumen to IR Director.

MAY

5/01/24: **CBO** presents overview of Budget for FY 2024-25 to College Planning Council.

5/17/24: **IR Director** posts assessment reports to College web pages.