

Fullerton College
Budget & Planning Calendar

| | Budget | Foundation Funding | Planning | Program Review | SLOA | Institutional Effectiveness |
|------------------|--------|---|---|--|--|--|
| August | | Budget Development Committee (BDC) begins discussion of fundraising priorities. | Collection and analysis of previous year data for annual report and program review. | Director of Institutional Research provides reporting data and summaries to Division Deans to share with faculty. | | |
| September | | Request for project funding from Foundation due. | Begin the college goal setting process for the upcoming academic year. | | Programs and departments review progress on student learning outcomes and assessments and make plans for SLOA activities in current academic year. | |
| October | | | | Departments and programs meet to review program review data and begin working on <i>Program Review Report</i> . | SLOA Plan submitted to Division Deans and SLO Coordinator. | |
| November | | | Annual Report Presentation to the Board for previous academic year. | Departments develop short term and long term objectives and related initiatives toward the preparation of the <i>Program Review Report</i> and submit to Deans by November 30. | | Constituent group representatives canvas members for input on mission statement. |

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| December | | BDC to present draft priorities for fundraising to PAC. | Deans prepare division unit objectives for next academic year and prepare <i>Midyear Report</i> for current academic year. | Deans submit <i>Program Review Report</i> to VPs by first Friday in December. Deans, VPs and President study <i>Program Review Reports</i> . | Faculty complete fall semester data collection. | |
| January | Governor's January budget proposal is announced and planning begins for budget assumptions and priorities. | | VPs prepare and submit current academic year <i>Midyear Report</i> to PAC at late January meeting. | | | Constituent groups reaffirm mission statement. |
| February | BDC solicits for Dynamic Fund requests. | Request for project funding from Foundation due. | Leadership team works to unify unit objectives/program review reports into <i>Strategic Plans</i> for next academic year and beyond. | | Faculty review SLOA data collected from fall semester and confirms plans for spring semester assessment activities. | PAC reaffirms college mission statement and core values. |
| March | Divisions begin working on spending plans for following fiscal year. | PAC makes final recommendation of fundraising priorities to President. | | | | |

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| April | BDC reviews all submitted Dynamic Fund requests and makes recommendations to PAC. | | Deans prepare current academic year <i>Year End Report</i> and <i>Success Stories Report</i> and submit to VPs by April 10. VPs make presentation to PAC in April. | | Faculty review progress on SLO activities and file <i>SLO Progress Report</i> due to Deans and SLO Coordinator by April 15. | PAC reviews Unit Objectives Report, SLO Summary Report and evaluates effectiveness of connecting SLO, Program Review, Strategic Planning and Budgeting in current academic year and makes recommendations for improvement. |
| May | PAC reviews BDC recommendation regarding Dynamic Funds and makes recommendation to the President. All Spending Plans due to Business Office by May 1. | | | | Faculty complete SLO data collection and schedules review of assessment data for end of semester, summer or early fall. | PAC confirms SLO/Program Review/Planning Calendar for next academic year. |
| June | President announces Dynamic Fund allocations for the following fiscal year. | | | | | |
| July | | | | | | |