

CERRITOS COMMUNITY COLLEGE DISTRICT
BUDGET DEVELOPMENT TIMELINE
 Planning Year 2023-2024

Planning and Budget (PBC) Activity
Board Activity

Business Office Activity
EC Activity

	ACTIVITY	DATE(S)
1	EC: Develop FTES Recommendation for 2023-24. Determine preliminary revenue estimates and assess key budget issues. Identify Budget Assumptions . Evaluation of current fiscal year program plan goals and objectives.	▶ Jan/Feb 2023
2	Business Office: Full-time Faculty Obligation Number (FON) is updated based on P1 data	▶ Jan 15, 2023
3	PBC Meeting: VPs Present Area Plans	▶ April 20, 2023
4	Business Office: Work with Departments to provide department budgets	▶ April 2023
5	Business Office: Full-time Faculty Obligation Number (FON) is updated based on P2 data (FON Compliance is determined)	▶ April 2023
6	PBC Meeting: Review / Recommend College Annual Plan	▶ May 4, 2023
7	Business Office: Receive the College Annual Plan	▶ May 4, 2023
8	Business Office: Prepare Preliminary Budget for EC review	▶ May 2023
9	Business Office: President/Superintendent/EC review and approval of Tentative Budget	▶ May 2023
10	Board: Approves Tentative Budget (Study Session)	▶ June 28, 2023
11	EC: Review/Recommend College Annual Plan	▶ July 2023
12	Business Office: Full-time Faculty Obligation Number (FON) is updated based on Annual data	▶ July 14, 2023
13	EC: Review budget resource allocations/ augmentations/ enhancements.	▶ July 12, 2023
14	PBC Meeting: Review draft College Annual Plan	▶ July 13, 2023
15	PBC Meeting: Review final College Annual Plan	▶ Aug 3, 2023
16	Business Office: President/Superintendent/EC review Adopted Budget	▶ Aug 9, 2023
17	Business Office: Books/General Ledger Closed	▶ Aug 11, 2023
18	PBC Meeting: Review and recommend Adopted Budget	▶ Aug 17, 2023
19	Business Office: Campus Budget Forum - 11AM-12:30PM; 5:30PM-7PM	▶ Aug 22, 2023
20	Budget available for Public Review	▶ Sept 3, 2023
21	Business Office: Faculty Senate (Present Budget)	▶ Sept 5, 2023
22	Board: Adopts Budget (Public Hearing)	▶ Sept 13, 2023
23	PBC Meeting: Approve Planning Calendar for Planning Year 2024-2025	▶ Jan. 2024

Approved at January 19, 2023 Planning and Budget meeting