

Cerritos College Planning/Resource Allocation Calendar 2019-2020

Task	Outcome	Responsible	Completion Date
IEPI Goal Setting Year 5 (State required)	Replaced by Vision for Success Local Goals/AB 1809	SUSPENDED	SUSPENDED
2019-22 Student Equity Plan (State required)	Create vision/infrastructure for Student Equity at Cerritos College	Leads: Co-Chairs of Equity Committee	Inaugural Equity Retreat: March 1, 2019 Equity Forum: May 10, 2019 Call for Proposals: May 21-June 15, 2019 Proposal review: June 19, 2019 Submission to the state: June 30, 2019 BoT adoption: July 17, 2019
2019-22 Local Vision Goals (AB 1809) (State required)	Align campus goals with system-wide Vision for Success Goals, ensure the goals are numerically measurable, and specify a time for achieving these goals	Lead: Vice President of Academic Affairs	Coordinating: May 13, 2019 Faculty Senate: May 14, 2019 PBC: May 16, 2019 BoT adoption: July 17, 2019 Submission to the state: August 28, 2019
Enact the 2019-20 annual plans (Unit, Division, Area, College). Align college planning documents (for the 2020-21 planning cycle) to EMP Goals and Strategic Plan Goals	Alignment of goals/activities for resource allocation prioritization	President Vice Presidents Deans/Directors/Chairs Academic Senate leadership Planning & Budget Committee Coordinating Committee	Ongoing after college annual plan/ 2019-20 budget is approved Various; with the culmination of the College Annual Plan completion date
Participatory Governance Committees review their goals for the year. Submit changes, if any.	Alignment of Participatory Governance Committee Goals to EMP, Strategic Plan, and other college planning priorities	Committee Chairs/Co-Chairs	Committee goals posted to committee websites shortly after first August/September 2019 meetings
Approval of 2019-2020 College Annual Plan/Budget (Alignment of budget and resource request prioritizations are clarified and available for viewing in PR+)	2019-2020 annual plan presented to governance committees (Faculty Senate, PBC, Coordinating Committee) and Board of Trustees by the Co-Chairs of PBC.	College President/ Planning & Budget Committee Chairs	PBC: August 29, 2019 (PBC) Faculty Senate: September 3, 2019 BoT: September 4, 2019
Faculty Hiring Prioritization Process	Generate a prioritized list for faculty hiring	FHP Committee and Exec	Late November-December 2019
Review and Approval of (Annual) ACCJC Institution Set Standards	Meeting Accreditation requirements	Director IERP/Shared Governance structure	Throughout fall 2019 term: Second draft of ISER Forums; Preparation for Accreditation team visit; Ongoing meetings with standard lead teams and Accreditation Committee
Update Goal Status in PR+	“Goal Status” section in PR+ must be updated to one of the following options: Completed, Not Started, On Hold, Cancelled, Continued Cancelled does not roll into new plan; Not Started, On hold, Continued will roll into new plan	Dept. Chairs, Deans/Directors, VPs/VP Admin Assistant	Begin as soon as goals are accomplished (can be ongoing throughout the fall semester) Last day to update goals for 2019-2020 plan on PR+: November 29, 2019

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Unit Plan "Roll Forward" Training and support sessions will be offered during the month of November to assist with this task	Begin the 2020-2021 Annual planning process.	All units instructional or otherwise	November 29, 2019
Institutional Data Loaded Into PR+ Unit Plans	Use of institutional data/evidence for planning	IERP	First half of December 2019
Student Equity Plan Report	Midterm report for Student Equity Compliance	Co-Chairs of Equity Committee, IERP	January 2020 (Date TBD)
Alignment of Unit plans to EMP, Strategic Plan, and all other functional plans, using Program Review outcomes to set goals, determine activities, and request resource allocation prioritizations	Complete Unit Plans using PR+	All units instructional or otherwise	Friday, January 24, 2020
Extract of Unit Plans to Division Managers	Review of plans/resource requests	IERP	Monday, January 27, 2020
Alignment of Division plans to EMP, Strategic Plan, and all other functional plans, using Program Review outcomes to set goals, determine activities, and request resource allocation prioritizations	Complete Division Plans using PR+	Division managers in collaboration with Department/Program leaders.	Friday, February 21, 2020
Extract of Division Plans to Area VPs and President	Review of plans/resource requests	IERP	Monday, February 24, 2020
Alignment of Area plans to EMP, Strategic Plan, and all other functional plans, using Program Review outcomes to set goals, determine activities, and request resource allocation prioritizations	Complete Area Plans using PR+	Area VPs in collaboration with Division Managers	Friday, March 20, 2020
Extract of Area Plans to Planning and Budget Committee Co-Chairs	Review of plans/resource requests	IERP	Monday, March 23, 2020
VPs present their Area Plans to PBC	Provide PBC members with priorities of Areas in alignment with the EMP/Strategic Plan	Area VPs	Thursday, April 16, 2020*
Approval of College Annual Plan integrated with budget/resource allocation 2018-19 (based on state's projected allocation model 2018-19)	2020-2021 College Plan presented to governance committees (PBC, Faculty Senate, Coordinating Committee) and Board of Trustees	PBC Co-Chairs provide draft(s)	Sunshine PBC: Thursday, April 16, 2020* Approval PBC: Thursday, August 20, 2020* Coordinating: Monday, August 31, 2020* Faculty Senate: Tuesday, Sept 1, 2020* BOT: Wednesday, September 2, 2020
Participatory Governance Committees Complete self- evaluation	Continual improvement to shared governance functions, goal achievement of committee, and actions of college committees aligned to planning documents	Shared Governance Committee Chairs	Committees--Two meeting cycles: 1. Second to last committee meeting of year (sunshine) 2. Last committee meeting of the year (approve) Due to Director of IERP by Friday of Finals week (May 2020)

* Tentative date

Actions: Draft for PBC 9/19/19, updated 10/3/19, finalized 10/17/19