

2019-2020 University Planning Calendar

Date	Action	Responsible Party
August 2019	2019-2020 Annual Budget presented to the Board of Trustees	President
	Strategic Plan update presented to the Board of Trustees	Provost
	Units receive letter regarding submitted Staffing requests & Additional Resources Needed requests	University Budget Committee
September	Units receive their 2019-2020 budget	Business Affairs
September 16	Academic Departments - 2018-2019 Unit Plan and Assessment Report (Assessment Report portion is added) submitted for dean review	Dept. Chairs
	Academic Departments - 2018-2019 Program Student Learning Outcome (SLO) results and 2019-2020 Program SLOs submitted for dean review	Program Coordinators
September 30	Academic & Administrative Departments - 2018-2019 Unit Plan and Assessment Report (Assessment Report portion is added) submitted to division heads	Directors
October	Facilities Master Plan/Capital Project Request due to ACHE	Physical Plant Director
November	2020-2021 Legislative Budget request approved by Board of Trustees and presented to the State	President
April 27, 2020	Academic & Administrative Departments – FY20 Mid-Year Funding Requests submitted for University Budget Committee review	Dept. Chairs, Directors
May	Units receive letter regarding submitted Mid-Year Funding requests	University Budget Committee
May	Gen Ed Assessment submitted to General Education Committee	Dept. Chairs
May 20	Academic Departments - 2019-2020 Program Student Learning Outcome (SLO) results and 2020-2021 Program SLOs submitted for dean review	Program Coordinators
May 20	Academic Departments - 2020-2021 Unit Plan and Assessment Report (Planning portion only) and budget/staffing requests submitted for dean review	Dept. Chairs
May 27	Academic Departments - 2019-2020 Program Student Learning Outcome (SLO) results and 2020-2021 Program SLOs submitted to Provost	Program Coordinators
May 27	Academic & Administrative Departments - 2020-2021 Unit Plan and Assessment Report (Planning portion only) and budget/staffing request submitted to division heads	Deans / Directors
June	2020-2021 University Budget Preparations	University Budget Committee
July	University Budget Committee submits budget recommendations to the Executive Cabinet. Executive Cabinet finalizes the 2020-2021 Annual Budget	University Budget Committee Executive Cabinet

Key to Color-Scheme Strategic Planning-related events; University Budget-related events; Unit Planning-related events; Student Learning Outcome-related events