

**Planning and Budgeting Committee (PBC)  
Annual Activity Calendar**

<b>Dates</b>	<b>Committee Activity</b>	<b>Responsible</b>
<b>July</b>	Prepare annual calendar for discussion Review Committee Appointments College Mission and Initiatives review	Chair Chair / Constituent Groups IR
<b>August</b>	Final Budget Review and Recommendation for approval Review Yearly Accomplishments Title IX Compliance Update	VP, Admin Services Chair / IR Office of Staff and Student Diversity
<b>September</b>	PBC Annual Evaluation Budget Recommendation and Review Develop Annual Committee Goals Financial Aid / BOGFW update Fall Enrollment Update	Chair / IR Committee Dean of Student Support Services Academic Affairs
<b>October</b>	Review Annual Evaluation Results Make recommendations for improvement Accreditation Update SSSP Update Faculty Hiring	VP, Administrative Services VP, SCA Dean of Counseling and Student Success
<b>November</b>	Review of Purpose Statement Strategic Planning and Master Plan review Annual Planning update	Chair Irene Graff Irene Graff
<b>December</b>	Student Equity Update Sound Fiscal Management Accountability Planning Process Calendar review	

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<b>January</b>	Annual Planning Discussions PBC Roles/Responsibilities review Governor's Budget Highlights	
<b>February</b>	Facilities Steering Update Enrollment Management report Technology committee report Spring Enrollment Update	VP Higdon VPAA, VPSCA Chief Technology Officer
<b>March</b>	Foundation report Research and Planning update VP report, Student and Community Advancement update	Director Sala Irene Graff VP Nishime
<b>April</b>	Budget Dartboard / 5 year review Legislative Update VP report, Academic Affairs update Compton Center Update	VP Higdon VP Shankweiler
<b>May</b>	VP Priorities Discussion Annual Review Tentative Budget Governor's May Budget Revise Strategic Plan update Planning Summit recap Enrollment Update	
<b>June</b>	Tentative Budget Review/Recommendation VP report, Administrative Services update	VP Higdon