

SSC BUDGET DEVELOPMENT SCHEDULE

Fiscal Year 2015-16 Budget Request

Date	Activity
January 30, 2015	Fee Memo to budget administrators from Business Office
December 2014 – June 2015	President and VP of Administrative Services update College Council and College Community on budget issues.
March 11, 2015	President's Kick-off Meeting; Olympic Hall 1:30 PM – 2:30 PM
February 18, 2015 February 24, 2015 April, 2015	Fee Requests for 2015-16 FY due to the Business Office Cabinet to review and approve 2015-16 FY Fees Board of Trustees to review and approve 2015-16 FY Fees
March 20, 2015	Business Office provides 1516FY budget development sheets & PTF allocation with instructions to departments.
March 20 – April 13	Departments prepare budget proposals that align with <u>Core Themes, Strategic Planning and Budget Forecast</u> for 2015-16FY.
April 13, 2015	Budget Planning Sheets from departments due to Vice Presidents
<u>April 21, 2015</u>	<i>Budget requests due to Business Office for compilation and review. Prioritized list of requests/savings due to Business Office & College Council.</i>
April 27-28, 2015 1:00pm-2:30pm	Budget Hearing presentations to College Council and the College Community OLY 120 April 27, 2015: 1:00PM – Peter Lortz, VP of Instruction 1:45PM – President's Office April 28, 2015: 1:00PM – Rosie Rimando, VP Student Services 1:45PM – Frank Ashby, VP Administrative Services
May 5, 2015	College Council submit recommendations to President
April 21 – May 12, 2015	President reviews budget with Campus Business Office
May 12, 2015	Budget discussions at SSC President's Cabinet meeting
June 3, 2015	SSC Public Hearing on President's Budget, Olympic Hall Auditorium 2:00PM – 3:00PM
June XX, 2015	District-wide Public Hearing
Fall 2015	Board of Trustees reviews 2015-16 FY budget for approval