

South Seattle College Budget Planning Schedule Fiscal Year 2017-18 Budget

Date	Activity
Ongoing	President and Vice Presidents update college community on budget issues. President's Cabinet and VP engage in budget discussions and planning.
January 24, 2017	Fee Memo to budget administrators from Business Office
February 21, 2017 February 28, 2017	Vice Presidents and President's Cabinet discuss budget planning principles
February 15, 2017 February 28, 2017 March 2, 2017 May 2017	Fee Requests for 2017-18 FY due to the Business Office Cabinet to review and approve 2017-18 FY Fees District to review and approve 2017-18 FY Fees Board of Trustees to review and approve 2017-18 FY Fees
March 14, 2017	President's Kick-off Meeting; OLY 120 1:30 PM – 2:30 PM
March 15, 2017	Business Office provides 17-18 FY budget planning sheets with instructions to departments.
March 15 – 31, 2017	Departments prepare budget proposals that align with <u>Core Themes, Strategic Planning and Budget Planning Principles</u> for 2017-18FY.
March 15 – 31, 2017 TBD	Business Office provides training on budget planning process and sheet completion
March 31, 2017	Budget Planning Sheets from departments submitted to Vice Presidents and Business Office
April 10, 2017	Vice Presidents send budget planning sheets to Business Office.
April 20, 2017 1:30 pm - 3:30 pm	Budget Hearing presentations to College Council and the College Community OLY 120 <ul style="list-style-type: none"> • Frank Ashby, VP Administrative Services • Peter Lortz, VP of Instruction • Rosie Rimando, VP Student Services • Office of the President & Direct Reports College Council submit recommendations to President
April 25, 2017	President's Cabinet discusses preliminary plans for 17-18 budget
May 2, 2017	Campus Community Budget Presentation, Olympic Hall Auditorium 1:00 – 2:00 p.m.
May 11, 2017	Budget Discussion at Board of Trustees Meeting