

South Seattle College Budget Planning Schedule Fiscal Year 2018-19 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 26, 2018	Fee Memo to budget administrators from Business Office
February 21, 2018- Ongoing	Vice Presidents and President's Cabinet discuss budget planning principles
February 16, 2018 February 27, 2018 March 1, 2018 May 2018	Fee Requests for 2018-19 FY due to the Business Office Cabinet to review and approve 2018-19 FY Fees District to review and approve 2018-19 FY Fees Board of Trustees to review and approve 2018-19 FY Fees
April 4th, 2018	President's Kick-off Meeting; OLY 120 1:30 PM – 2:30 PM
March 12-16 , 2018	Formal Budget Planning Workshops (info, directions, & sample sheet provided)
March 12- April 10, 2018	Business Office is available for consultation, Assistance, & Review upon request
March 12-April 10, 2018	
April 16, 2018	Budget Planning Sheets from departments submitted to Vice Presidents and Business Office
April 30, 2018	Vice Presidents send Approved budget planning sheets to Business Office.
May 16 1:00pm-2:30pm	Budget Hearing presentations to College Council and the College Community 1:00PM – VP Administrative Services 1:20PM – VP of Instruction 1:25PM – VP Student Services Office of the President
May 18-21, 2018	College Council submit recommendations to President
May 22, 2018	President's Cabinet discusses preliminary plans for 18-19 budget
May 30, 2018	Campus Community Budget Presentation, Olympic Hall Auditorium 1:00 – 2:00 p.m.
June 14, 2018	Budget Discussion at Board of Trustees Meeting