

*Italics denotes a notation*  
*Blue denotes Agenda item*

LAS POSITAS COLLEGE

Planning and Budget Committee

2009 – 2010 Calendar

**July 2009 – NO MEETING**

- *Fiscal Year Commences July 1*

**August 2009 – NO MEETING**

- *Convocation – Thursday, 8/13*
- *Division Day – Friday, 8/14 Academic Year begins Monday, 8/17*

**September 2009**

- *Monthly PBC Meeting (9/3)*
- *Agenda item: Review timeline for new positions (faculty and classified)*
- *Agenda Item: Overview of Budget*
- *Divisions meet on 9/16/09(Present IE Requests @ Division)*
- *2009-10 Adoption Budget approved by Board*

**October 2009**

- *Monthly PBC Meeting (10/1)*
- *Agenda item: Presentation of IE Requests*
- *Divisions meet on 10/21 –Review/rank faculty and classified positions*
- *Week of Accreditation Visit – Oct. 19-23*

**November 2009**

- *Monthly PBC Meeting (11/5)*
- *Agenda item: Presentation of new faculty positions requests*
- *Divisions meet on 11/18*

**December 2009**

- *Monthly PBC Meeting (12/3)*
- *Agenda item: Presentation of new Classified position requests*
- *Agenda item: Roll out Instructional Equipment process for Spring 2010*
- *Division meetings optional (12/16 –finals)*
- *Board of Trustees presentation of 10-11 Budget Preview*

**January 2010 – NO MEETING**

- *Classes start 1/19*
- *Divisions meet 1/20 (Present IE Requests for Spring)*
- *Initial 2009-10 position worksheets, budget worksheets distributed to colleges for review*

**February 2010**

- *Monthly PBC Meeting (2/4)*
- *Final date for faculty replacement requests for fall term*
- *Agenda item: Presentation of IE requests for Spring*
- *Divisions meet on 2/17*
- *Campus budget assumptions for 2010-11 due to District*
- *Position worksheet/budget worksheet revisions due to District*

**March 2010**

- *Monthly PBC Meeting (3/4)*
- *Divisions meet on 3/17*
- *2010-11 Preliminary Budget prepared by District*

**April 2010**

- *Monthly PBC Meeting (4/1)*
- *Spring Break – April 5 - 10*
- *Divisions meet on 4/21*
- *Additional position worksheet/budget worksheet adjustments due to District*

**May 2010**

- *Monthly PBC Meeting (5/6)*
- *Agenda item: Roll out Instructional Equipment process for Fall 2010*
- *Divisions meet on 5/19*
- *Final corrections to 2010-11 position worksheet/budget worksheets due to District*

**June 2010 – NO MEETING**

- *Fiscal Year ends June 30*
- *2010-11 Tentative Budget considered by Board*