

2015-2017 Planning and Assessment Calendar

The 2015-2017 Planning and Assessment Calendar will:

- facilitate a more efficient planning and assessment cycle and expedite the Annual Institutional Priorities Assessment
- ensure alignment among TCC's Strategic Plan, the Chancellor's Goals, the annual working priorities, and goals of administrative units

Key

Executive Staff Goals/Annual Working Priorities

(These goals may directly support TCC's strategic plan, align with the Chancellor's goals, or be specific to the Executive Staff member's area.)

Administrative Units

(Administrative unit's goals support Executive Staff goals/annual working priorities. An administrative unit's goals may be in support of more than one executive staff member – for example an academic division may have goals that align with the campus Provost as well as the VP for Academic Affairs. Academic units may also have specific internal goals.)

Planning Calendar

2015-2016 Executive Staff Members Draft Goals Due	August 1, 2015
Executive Staff Planning Retreat	Sept 14, 2015
2015-2016 Executive Staff Goals/Annual Working Priorities Finalized	Sept, 2015
2013-2014 Administrative Units End-of-Fiscal Year Reports Due	Sept 15, 2015
2014-2015 Administrative Units End-of-Fiscal Year Reports Due	Sept 15, 2015
2015-2016 Administrative Units Goals Reports Due	Oct 1, 2015
Faculty Staffing Plan Due	November 2015
2015-2016 Executive Staff Goals/Annual Working Priorities Mid-Year Assessment Due	January 29, 2016
Unfunded Budget Priorities Due	March 2016
Budget Workgroup Meetings	March – May 2016
Technology Spending Plan Due	March 2016
Presidential Campus Meetings	April-May, 2016
2015-2016 Executive Staff Goals/Annual Working Priorities End-of-Fiscal-Year Reports Due	June 3, 2016

2015-2016 Administrative Units End-of-Fiscal-Year Reports Due	June 3, 2016
Executive Staff Annual Reviews	June-July 2016
2016-2017 Executive Staff Members Draft Goals Due	July 1, 2016
Administrator's Work Session ⁱⁱⁱ	July 2016
Executive Staff Planning Retreat	July 2016
FY2016-2017 Budget Finalized	August-Sept, 2016
2016-2017 Executive Staff Goals/Annual Working Priorities Finalized	Sept 1, 2016
2016-2017 Administrative Units Goals Reports Due	Sept 1, 2016
Faculty Staffing Plan Due	November 2016
2016-2017 Executive Staff Goals/Annual Working Priorities Mid-Year Assessment of 2015-2016 Due	January 29, 2017
Unfunded Budget Priorities Due	March 2017
Budget Workgroup Meetings	March – May 2017
Technology Spending Plan Due	March 2017
Presidential Campus Meetings	April, 2017
2016-2017 Executive Staff Goals/Annual Working Priorities End-of-Fiscal-Year Reports Due	June 2, 2017
2016-2017 Administrative Units End-of-Fiscal-Year Reports Due	June 2, 2017
Executive Staff Annual Reviews	June-July 2017

ⁱ This report should capture Administrative Unit goals and accomplishments during the 2013-2014 academic year.

ⁱⁱ This report should capture Administrative Unit goals and accomplishments during the 2014-2015 academic year.

ⁱⁱⁱ OIE proposed a new role for the administrator's work session which includes Administrative Unit workshops and reporting out.