Planning Budget Council Timeline for 2014-2015

August-September
- Review Strategic Outcome Measures
- Chancellor’s Annual Report
- Training on modifying Strategic Plan
- Distribute data to Departmental Chairs for Departmental Report/ARPD
- Training for Department Chairs on Departmental Report Template

October
- Review UH Strategic Directions
- Review UHCC Strategic Plan Update
- ARPDs Completed Online
- Planning and Budget Council Forms Initiated in Department
- Training for Third Party Reviewers
- Training on Analysis of Data

November
- Align UH and UHCC Strategic Plans
- Develop, Align, and Modify Windward CC Strategic Outcome Measures with UH and UHCC Strategic Plans
- Department Chairs submit Departmental Report/ADRP to Dean, Director, or Vice Chancellor for comment
- Departmental Reports/ ARPD submitted to Third Party Reviewers
- Department Chairs revise reports as necessary

December
- Go to Faculty Senate for Approval of Strategic Plan
- December 15: Final Departmental Report due for posting on Planning and Budget Council site and ARPD due to System Office

January
- Present Modified Strategic Plan at Convocation
- Department Reports and ARPDs posted on the Planning and Budget Council web site
- Training for Planning and Budget Council Members

February-April
- Convener establishes agenda with key program and unit personnel present to clarify which PBC queries will be presented, and established the order in which they are presented
- PBC reviews and prioritizes budget requests and allocations and submits final Summary Sheet ratings and recommendations to the Chancellor

April-May
- Chancellor determines order of budget requests and allocations for supplies, equipment, position reallocation, and new positions.
- PBC receives Chancellor report and rationale for any changes

July
- Biennium or Supplemental requests submitted to UHCC System

Process begins again in August-September.