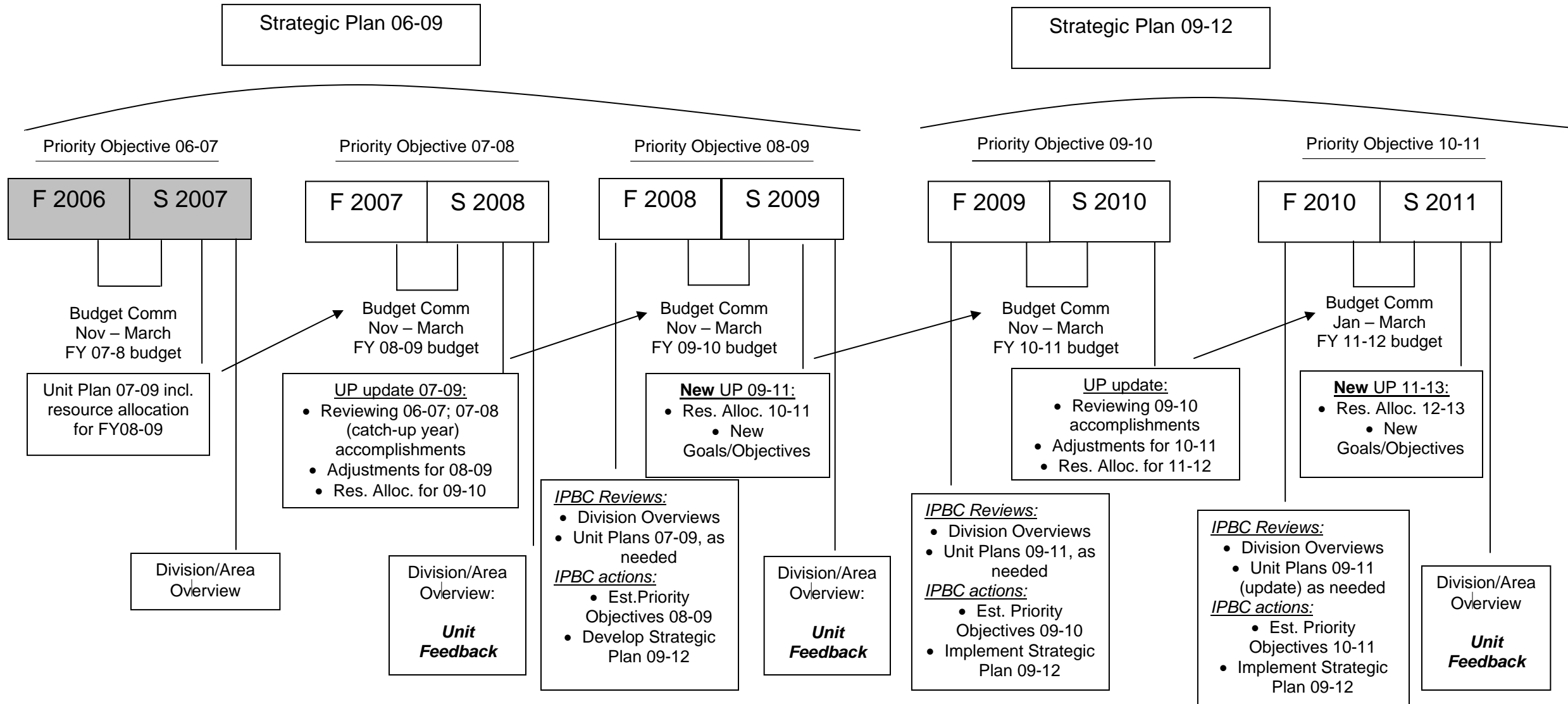


## IPBC PLANNING TIMELINE (PROPOSED TWO-YEAR CYCLE)



- The 07-08 Unit Plan that was completed in Dec. 06 will now be rolled over to cover the two-year period of 07-09
- Unit Plans would be completed or updated every year to be due every year on the Friday of the 8<sup>th</sup> week of Spring semester
  - Unit Plan Updates are a reflection upon the past year activities and accomplishments from the previous Unit Plan
  - In addition, Unit Plan and Unit Plan Updates include the resource allocation requests for the next fiscal year and any other changes, as needed
- Deans/Area Managers will complete a Division/Area Overview synthesizing the accomplishments of the past year and prioritizing Division/Area goals for the next year.
- The development of the Division/Area Overview by the Dean/Area Manager in consultation with their Division/Area will serve as feedback mechanism to their Units.
- IPBC will review Division/Area Overviews and a sampling of Unit Plans in order to develop the Strategic Plan and Priority Objectives and to assess prior year's college-wide accomplishments on Priority Objectives.

<b>Unit Plan Component</b>	<b>Used by Dean/Managers, IPBC and...</b>	<b>Date due to Committee by...</b>
Part 1 Description of the Unit	Marketing Committee	5/1/08
Part 2 Goals/Objectives	Deans/Managers & IPBC and other committees as needed.	5/1/08 5/1/08
Part 3a Faculty Requests	Faculty Prioritization Committee	9/25/08
Part 3b Classified Staff Requests	Administrative Staff	Ongoing
Part 4 Discipline Plan Spreadsheet	CEMC	10/1/08
Part 5(a-b) Budget Allocation Requests	Budget Committee Facilities Committee	10/1/08 11/1/08
Part 6 New Initiatives	Grants Subcommittee Chabot College Foundation Budget Committee Facilities Committee	5/1/08 5/1/08 10/1/08 11/1/08