<table>
<thead>
<tr>
<th>Date</th>
<th>Committee</th>
<th>Topic</th>
<th>Time/Place</th>
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<tbody>
<tr>
<td>January</td>
<td></td>
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</tr>
<tr>
<td>30</td>
<td>Regular Meeting</td>
<td>Strategic Plan/Budget* Master Plan &amp; 5-Year</td>
<td>Gough Street 5 p.m./Closed 6 p.m./Open</td>
</tr>
<tr>
<td></td>
<td></td>
<td>* Under ordinary circumstances, the Annual Plan/Budget would have been topics of discussion. Instead, postponed to next month.</td>
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<td>Master Plan &amp; 5-Year</td>
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<td></td>
<td></td>
<td>Long-range Capital Outlay (first reading)</td>
<td>Southeast Campus 5 p.m./Closed 6 p.m./Open</td>
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<tr>
<td></td>
<td></td>
<td>Approval of Strategic Plan/Budget</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Long-range Capital Outlay (final approval)</td>
<td>Chinatown/NB 5 p.m./Closed 6 p.m./Open</td>
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<tr>
<td></td>
<td>Work Session*</td>
<td></td>
<td>Gough Street 5 p.m.</td>
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<tr>
<td>March</td>
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<tr>
<td>27</td>
<td>Regular Meeting</td>
<td>Approval of Annual Plan</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Long-range Capital Outlay (final approval)</td>
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<tr>
<td>13</td>
<td>Work Session*</td>
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<tr>
<td>April</td>
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<tr>
<td>24</td>
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<td>J. Adams Campus 5 p.m./Closed 6 p.m./Open</td>
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<tr>
<td>May</td>
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<tr>
<td>29</td>
<td>Regular Meeting</td>
<td>Budget Workshop for the Board of Trustees</td>
<td>Gough Street 5 p.m./Closed 6 p.m./Open</td>
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<tr>
<td>15</td>
<td>Work Session*</td>
<td></td>
<td>Gough Street 5 p.m.</td>
</tr>
<tr>
<td>June</td>
<td>Event</td>
<td>Details</td>
<td>Location</td>
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<tr>
<td>26</td>
<td>Regular Meeting</td>
<td>Preliminary Budget Approval Board receives “Year Ahead Report”</td>
<td>Evans Campus 5 p.m./Closed 6 p.m./Open</td>
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<tr>
<td>12</td>
<td>Work Session*</td>
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<td>Gough Street 5 p.m.</td>
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</tbody>
</table>

| July           |                                                                      | NO BOARD OF TRUSTEES MEETING |

<table>
<thead>
<tr>
<th>August</th>
<th>Event</th>
<th>Details</th>
<th>Location</th>
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<tbody>
<tr>
<td>28</td>
<td>Regular Meeting</td>
<td>Management Plan presented to the Board of Trustees</td>
<td>Gough Street 5 p.m./Closed 6 p.m./Open</td>
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<tr>
<td>14</td>
<td>Work Session*</td>
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<td>Gough Street 5 p.m.</td>
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<table>
<thead>
<tr>
<th>September</th>
<th>Event</th>
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<tbody>
<tr>
<td>25</td>
<td>Regular Meeting</td>
<td>Final Approval of Operational Budget End of Year Assessment Report presented to Board</td>
<td>Gough Street 5 p.m./Closed 6 p.m./Open</td>
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<tr>
<td>11</td>
<td>Work Session*</td>
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<td>Gough Street 5 p.m.</td>
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<table>
<thead>
<tr>
<th>October</th>
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<th>Location</th>
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<tbody>
<tr>
<td>30</td>
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<td>Alegheny 5 p.m./Closed 6 p.m./Open</td>
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<tr>
<td>16</td>
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<td>Gough Street 5 p.m.</td>
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<table>
<thead>
<tr>
<th>November</th>
<th>Event</th>
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<th>Location</th>
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</thead>
<tbody>
<tr>
<td>20</td>
<td>Regular Meeting</td>
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<td>Ocean Avenue 5 p.m./Closed 6 p.m./Open</td>
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<tr>
<td>13</td>
<td>Work Session*</td>
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<td>Gough Street 5 p.m.</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
<td>Details</td>
<td>Location</td>
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<tr>
<td>18</td>
<td>Regular Meeting</td>
<td>Preliminary Review of Annual Planning Objectives 2004-05 Mid-Year Assessment Report presented to Board</td>
<td>Downtown Campus 5 p.m./Closed 6 p.m./Open</td>
</tr>
<tr>
<td>11</td>
<td>Work Session*</td>
<td></td>
<td>Gough Street 5 p.m.</td>
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</tbody>
</table>

* The various committees of the Board of Trustees will use the Work Sessions (every second Tuesday of the month, with the exception of Veteran’s Day) to bring forward critical issues and agendas related to their respective committees.
City College of San Francisco
PLANNING AND BUDGETING SCHEDULE

July

☐ Research office reports on annual core performance indicators.

August

☐ Management Plan for fiscal year presented to Board of Trustees for review.

September

☐ End of Year Assessment Report of progress on achieving Annual Plan objectives from prior fiscal year submitted to Board of Trustees.

October

☐ Faculty Position Allocation recommendations submitted to Planning and Budgeting Council; PBC adopts recommendations on faculty positions.
☐ Annual planning process begins with Board members early suggestions for issues and ideas for the Annual Plan for next fiscal year.

November

☐ PBC oversees the development of proposed modifications/enhancements to the Annual Plan for the next fiscal year.

December

☐ Mid Year Assessment Report on current status of progress on achieving Annual Plan objectives for current fiscal year submitted to Board of Trustees.
☐ PBC recommends draft Annual Plan to Chancellor.

January

☐ Board reviews/adopts College Annual Plan for coming fiscal year
February

☐ Chancellor distributes memo to major cost center managers regarding the adopted Annual Plan, budget assumptions for the coming fiscal year and budget guidelines.
☐ Workshop for Major Cost Centers on Annual Plan and budget assumptions.

March

☐ Major Cost Center Managers work with unit cost centers to identify operational and developmental objectives and budget requests for the coming year.
☐ Major Cost Centers forward planning objectives and proposed budgets to Office of Research, Planning and Grants and College Business Office.

April

☐ Planning and Budgeting Council holds hearings on proposed objectives and budgets from Major Cost Center managers.

May

☐ PBC recommends tentative budget to Chancellor.
☐ Office of Research, Planning and Grants disseminates End of Year Assessment template to all major cost center managers.

June

☐ Year Ahead Report submitted to Board of Trustees providing information on how recommended budget supports major activities of the College
☐ Chancellor submits preliminary annual budget to the Board of Trustees.
☐ Board adopts a tentative budget for the coming fiscal year.