DATE: February 24, 2004

TO: Board of Trustees

FROM: Dr. Philip R. Day, Jr., Chancellor

SUBJECT: SPECIAL Approval of 2004-2005 Annual Plan
(Resolution No. 040224-S5)

BACKGROUND INFORMATION:

Consistent with the calendar for the college planning and budgeting system, I am recommending for your consideration the college’s proposed Annual Plan for 2004-2005. The plan identifies key priority objectives based upon the College Strategic Plan and the College Strategic Plan Implementation Schedule for the coming fiscal year. Progress on attaining the Annual Plan objectives are assessed both with written reports at the mid-year and end-year marks. Some objectives may be carried over into the following year and others will be recommended to be added to ensure that we continue to achieve progress.

The Planning and Budgeting Council developed and is recommending this draft of the Annual Plan. Once the Board approves the plan, it will become the principal source document to guide all college cost center managers as they develop their 2004-2005 objectives and budget requests.

RECOMMENDATION:

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby approves the recommended Annual Plan, a copy of which is on file in the Chancellor’s office, and by this reference is incorporated into this resolution, and

RESOLVED: That the Board of Trustees of the San Francisco Community College District hereby directs the Chancellor to develop College Budget 2004-2005 Requests in a manner consistent with the Plan’s objectives.

Dr. Philip R. Day, Jr., Originator