



**Timeline for Identifying New Positions  
2016-17**

<b>Process/Steps</b>	<b>Deadline Dates</b>	<b>Responsible Group</b>
Establish timeline and process for 2016-17.	Sept. 21, 2016	PBC
<b>STEP 1. Submit Proposals</b> Authors submit written proposals to Deans/supervising administrator. Deans submit final proposals to VPI/VPSS, then they will be posted on PBC website. New Position Proposal forms are located at <a href="#">Planning and Budgeting Council</a> website.	October 24, 2016	Administrator, Faculty, Classified
<b>STEP 2. Submit Presentations</b> Authors submit PowerPoint slides to the VPSS/VPI office to be posted on PBC website.	November 7, 2016	Administrator, Faculty, Classified
<b>STEP 3A. Presentation &amp; Discussion – Part 1</b> Presentations and group discussion of strengths and weaknesses for the first third/half of position proposals	November 8, 2016, 2:10 pm, location TBD	IPC, SSPC, APC, Academic Senate, Classified Senate, and college community
<b>STEP 3B. Presentation &amp; Discussion – Part 2</b> Presentations and group discussion of strengths and weaknesses for the second third/half of position proposals	November 9, 2016, 2:10 pm, location TBD	IPC, SSPC, APC, Academic Senate, Classified Senate, and college community
<b>STEP 3C. Presentation &amp; Discussion – Part 3</b> Presentations and group discussion of strengths and weaknesses for the remaining position proposals	November 10, 2016, 2:10 pm, room 2-10	IPC, SSPC, APC, Academic Senate, Classified Senate, and college community
<b>STEP 4. Academic Senate analysis of faculty positions</b> Academic Senate reviews faculty positions and makes recommendation to College President.	November 10, 2016	Academic Senate
<b>STEP 5. Review/Approve Process Integrity</b> PBC evaluates and votes on integrity of process, then submits strengths and weaknesses to College President.	November 16, 2016	PBC
<b>STEP 6. College President Decision</b> College President announces decision on new positions after consultation with Cabinet.	By December 31, 2016	College President
<b>STEP 7. Advertising/Screening Process</b> Appoint hiring committees.	By January 31, 2017	ASGC and CSEA