



## Timeline for Identifying New Positions

### Fall 2015 – Spring 2016

#### FALL 2015

Process/Steps	Deadline Dates for FALL 2015	Responsible Group
Establish timeline and process for 2015-16.	April 1, 2015	PBC
<b>STEP 1. Review of positions</b> Groups review positions to determine what comes forward for presentation.	October 12, 2015	Instructional Divisions, Student Services (SSPC), APC
<b>STEP 2. Submit Proposals</b> Responsible group submits written proposals to Deans. Deans submit final proposals to VPI/VPSS, then it will be posted on PBC website. New Position Proposal forms are located at <a href="#">Planning and Budgeting Council</a> website.	October 14, 2015	Administrator, Faculty, Classified
<b>STEP 3. Submit Presentations</b> Responsible group submits PowerPoint slides to the VPSS/VPI office to be posted on PBC website.	October 16, 2015	Administrator, Faculty, Classified
<b>STEP 4. Make Presentations</b> Presentations made at the joint meeting.	October 21, 2015, 2:10 pm, location TBD	IPC, SSPC, APC, Academic Senate, Classified Senate, and college community
<b>STEP 5. Discuss Proposed Positions</b> Group discusses strengths and weaknesses of each position.	October 27, 2015, 2:10 pm, location TBD	IPC, SSPC, APC, Academic Senate, Classified Senate, and college community
<b>STEP 6. Review/Approve Process Integrity</b> PBC votes on integrity of process, then submits strengths and weaknesses to College President.	November 4, 2015, 2:10 pm, location TBD	PBC
<b>STEP 7. Prioritize faculty positions</b> Academic Senate reviews faculty positions and recommends prioritized list to College President.	November 12, 2015	Academic Senate
<b>STEP 8. College President Decision</b> College President announces decision on new positions.	By November 20, 2015	College President
<b>STEP 9. Interview/Hiring Process</b> Appoint hiring committees.	By December 2015	ASGC and CSEA