



**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
STEP 1. Review of positions Groups review positions to determine what comes forward for presentation.	October 12, 2015	Instructional Divisions, Student Services (SSPC), APC
STEP 2. Submit Proposals 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 Planning and Budgeting Council website.	October 14, 2015	Administrator, Faculty, Classified
STEP 3. Submit Presentations Responsible group submits PowerPoint slides to the VPSS/VPI office to be posted on PBC website.	October 16, 2015	Administrator, Faculty, Classified
STEP 4. Make Presentations Presentations made at the joint meeting.	October 21, 2015, 2:10 pm, location TBD	IPC, SSPC, APC, Academic Senate, Classified Senate, and college community
STEP 5. Discuss Proposed Positions 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
STEP 6. Review/Approve Process Integrity PBC votes on integrity of process, then submits strengths and weaknesses to College President.	November 4, 2015, 2:10 pm, location TBD	PBC
STEP 7. Prioritize faculty positions Academic Senate reviews faculty positions and recommends prioritized list to College President.	November 12, 2015	Academic Senate
STEP 8. College President Decision College President announces decision on new positions.	By November 20, 2015	College President
STEP 9. Interview/Hiring Process Appoint hiring committees.	By December 2015	ASGC and CSEA