

2020 -2021

RESOURCE ALLOCATION COMMITTEE CALENDAR

Fall MONTH	RAC MEETING DATE	DEADLINE TO SUBMIT DIVISION DEAN	DIVISION MEETING DATE <i>Third Wednesday of the Month</i>	DEADLINE TO SUBMIT ADMIN SERVICES OFFICE
AUGUST	N/A	N/A	August 19, 2020	N/A
<b>SEPTEMBER BUSINESS</b>	<b>September 3, 2020</b> Send Committee Chair Selection to President's Office	<b>September 9, 2020</b> Fall IE Requests due to Division Dean	<b>September 16, 2020</b> Fall IE Requests Review <i>Forward to Admin Services w/ signatures</i>	<b>September 23, 2020</b> Fall IE Requests Due to Admin Services via email.
<b>OCTOBER BUSINESS</b>	<b>October 1, 2020</b> Committee receives Fall IE Requests for ranking	<b>October 14, 2020</b> Classified and Administrative Positions Requests due to Division Dean	<b>October 21, 2020</b> Classified and Administrative Positions Review <i>Forward to Admin Services w/ signatures</i>  <i>Committee returns Fall IE Rankings to D.P. for entry</i>	<b>October 28, 2020</b> Classified and Administrative Positions Requests Due to Admin Services.
<b>NOVEMBER BUSINESS</b> <i>Determine if a Spring IE Round of Instructional Equipment Requests will occur</i>	<b>November 5, 2020</b> Combined Fall IE Rankings Reviewed by RAC  Committee receives Classified and Administrative Positions Requests for ranking	<b>November 13, 2020</b> Recommendation memo sent to College President by RAC Chair – RE: Fall IER	<b>November 18, 2020</b>  <i>Committee returns Classified and Administrative Positions Rankings to D.P. for entry</i>	<b>November 19, 2020</b>
<b>DECEMBER BUSINESS</b>	<b>December 3, 2020</b> Review feedback from College President: Fall IER  Combined Classified and Administrative Positions Ranking Review	<b>December 11, 2020</b> Recommendation memo sent to College President by RAC Chair – RE: Classified and Administrative Positions	<b>Finals Week</b>	<i>No Action Needed</i>

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JANUARY BUSINESS	N/A	N/A	January 20, 2021	N/A
FEBRUARY BUSINESS	<b>February 4, 2021</b> Discuss and finalize committee charge/structure  Chair completes Governance Worksheet w/signature  Review feedback from College President – RE: Classified and Administrative Position Requests		<b>February 17, 2021</b>	
		<i>SPRING IER Process - TBD</i>		
MARCH BUSINESS	<b>March 4, 2021</b>		<b>March 17, 2021</b>	
		<i>SPRING IER Process - TBD</i>		
APRIL BUSINESS	<b>April 1, 2021</b> Review Request forms and Rubric		<b>April 21, 2021</b>	<i>No Action Needed</i>
MAY BUSINESS	<b>May 6, 2021</b>		<b>Finals Week</b>	<i>No Action Needed</i>