

Vernon College Annual Planning Calendar  
Academic Year 2011-2012

Month	2010-2011	2011-2012	2012-2013	Strategic Plan and Long Range Objectives 2011-2015
August, 2011	Evaluation of 10-11 Annual Action Plan (ongoing) <i>Responsibility: Component Leadership</i>	Review Working Timeline for 11-12 Annual Action Plan <i>Responsibility: College Effectiveness Committee</i>		
September	Complete evaluation and documentation of 10-11 Annual Action Plan <i>Responsibility: Component Leadership</i>	Begin implementation of 11-12 Annual Action Plan <i>Responsibility: All College Employees</i>		Distribute 2011-2015 Strategic Plan and Long Range Objectives for review <i>Responsibility: College Effectiveness Committee and Director of Institutional Effectiveness</i>
October	Review and approve documented evaluation of 10-11 Annual Plan <i>Responsibility: College Effectiveness Committee and Component Leadership</i>		Review Primary Goals <i>Responsibility: College Effectiveness Committee</i>  Develop new, enhanced, and/or adopt 11-12 Priority Initiatives for 12-13 <i>Responsibility: College Effectiveness Committee</i>	External review of Strategic Plan components including: Philosophy, Vision, Values, Mission and Primary Goals. <i>Responsibility: President and Director of Institutional Effectiveness</i>
November	Review and approve documented evaluation of 10-11 Annual Action Plan <i>Responsibility: Board of Trustees</i>		Review and approve 12-13 Priority Initiatives <i>Responsibility: Board of Trustees</i>  Begin development of 12-13 Component Annual Action Plans <i>Responsibility: Component Leadership</i>	
December			December 12 - Preliminary drafts of Annual Action Plans due to Office of Institutional Effectiveness and appropriate committee chair <i>Responsibility: Director of Institutional</i>	

Vernon College Annual Planning Calendar  
Academic Year 2011-2012

Month	2010-2011	2011-2012	2012-2013	Strategic Plan and Long Range Objectives 2011-2015
			<i>Effectiveness - Institutional Improvement Plan (College Effectiveness Committee); Dean of Administrative Services- Facilities Planning; Director of Institutional Technology- Technology; President- Personnel</i>	
January, 2011			January 31 – Midyear 11-12 committee reports due to Director of Institutional Effectiveness Note: reports will be posted in Blackboard for College Effectiveness Committee review <i>Responsibility: Committee Chairs and Director of Institutional Effectiveness</i>	
February			<div style="background-color: #f0d0d0; padding: 5px;">           February 1: Annual Action Plans (Institutional Improvement, Facilities, Personnel and Technology) from each component due to Director of Institutional Effectiveness  <i>Responsibility: Component Leadership</i> </div> <div style="background-color: #f0d0d0; padding: 5px; margin-top: 10px;">           February 10: Annual Action Plans (Institutional Improvement, Facilities, Personnel and Technology) due to committee chairs to present to committee membership for review, comment, evaluation, prioritization and to make         </div>	

Vernon College Annual Planning Calendar  
Academic Year 2011-2012

Month	2010-2011	2011-2012	2012-2013	Strategic Plan and Long Range Objectives 2011-2015
			<p>recommendations to Component Leadership <i>Responsibility: Component Leadership and Director of Institutional Effectiveness</i></p> <p>February 28: Review and approve committee reports of Annual Action Plans <i>Responsibility: College Effectiveness Committee, Director of Institutional Effectiveness</i></p>	
March			<p>March 1: Approved committee reports due to Component Leadership for review, evaluation and to finalize into Master Plan <i>Responsibility: Component Leadership and Director of Institutional Effectiveness</i></p> <p>Begin 2012-2013 budget development process <i>Responsibility: Component Leadership</i></p>	
April			<p>Faculty and staff input in to budget development <i>Responsibility: Component Leadership</i></p>	
May			<p>Review and approve 12-13 Annual Action Plan <i>Responsibility: Board of Trustees</i></p> <p>First draft of 12-13 budget presented to Board of Trustees <i>Responsibility: President and Dean</i></p>	

Vernon College Annual Planning Calendar  
Academic Year 2011-2012

Month	2010-2011	2011-2012	2012-2013	Strategic Plan and Long Range Objectives 2011-2015
			<i>of Administrative Services</i>	
June			<p>Review of Planning Calendar and planning process to make recommendations to Component Leadership for 13-14 <i>Responsibility: College Effectiveness Committee</i></p> <p>Second draft of 12-13 budget presented to Board of Trustees <i>Responsibility: President and Dean of Administrative Services</i></p>	
July			<p>Review, enhance and adopt 2012-2013 Planning Calendar, Assessment and Report Calendar, and Glossary <i>Responsibility: College Effectiveness Committee</i></p> <p>Final 12-13 budget workshop with Board of Trustees <i>Responsibility: President and Dean of Administrative Services</i></p>	
August, 2012		Evaluation of 11-12 Annual Action Plan (ongoing) <i>Responsibility: Component Leadership</i>	Approve 12-13 budget <i>Responsibility: Board of Trustees</i>	

\*Component Leadership: Deans and President