

2022 -2023

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 Classes Start: 8/17/22	N/A	N/A	Convocation: 8/15/22 College Division Day: 8/16/22	N/A
SEPTEMBER BUSINESS	September 1, 2022 Send Committee Chair Selection to President's Office	September 7, 2022	September 14, 2022	
OCTOBER BUSINESS	October 6, 2022	October 12, 2022 Fall I.E. Requests due to Division Dean	October 19, 2022 Fall I.E. Requests Review <i>Forward to Admin Services w/ signatures</i>	October 21, 2022 IER Requests Due to Admin Services.
NOVEMBER BUSINESS <i>Determine if a Spring I.E. Round of Instructional Equipment Requests will occur</i>	November 3, 2022 Committee Receives IER Requests to Score	November 11, 2022 Classified and Administrative Positions (CAP) Requests due to Division Dean	November 16, 2022 Classified and Administrative Positions Review <i>Forward to Admin Services w/ signatures</i>	November 18, 2022 IER Scoring Spreadsheet Due to Admin Services CAP Requests Due to Admin Services.
DECEMBER BUSINESS	December 1, 2022 Review IER Scoring Results Committee Receives CAP Requests to Score	December 9, 2020 IER Memo to College President	Finals 12/13-20/2022	<i>No Action Needed</i>

**** Instructional Equipment Requests Require Review by Maintenance and Operation, IT and Admin Services Before Moving Forward for Committee Review
Please Be Courteous of Deadlines**

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JANUARY BUSINESS	N/A Faculty Off Contract			January 28, 2023 CAP Scoring Spreadsheet Due to Admin Services
FEBRUARY BUSINESS	February 2, 2023 Review CAP Scoring Results Review feedback from College President – IER Discuss and finalize committee charge/structure	February 9, 2023 Chair completes Governance Worksheet w/signature CAP Memo to College President	February 15, 2023	
MARCH BUSINESS	March 2, 2023 Review feedback from College President – CAP Survey Questionnaire	March 8, 2023	March 15, 2023	March 22, 2023 Survey Questionnaire Due to Committee Chair
APRIL BUSINESS	N/A **Spring Break 4/3-8/2023 Faculty Off Contract		April 19, 2023	No Action Needed
MAY BUSINESS	May 5, 2023 Review request forms and rubric Review Calendar for 23-24		May 17, 2023 Finals 5/22-26/2023	No Action Needed

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