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GROSSMONT-CUYAMACA  
COMMUNITY COLLEGE DISTRICT

**MEMORANDUM**

**TO:** Districtwide Strategic Planning & Budget Council Members

**FROM:** Sue Rearic

**DATE:** December 6, 2010

**SUBJECT:** Communication - Planning and Budget

In addition to the planning and budget processes at each site, the following is the established communication plan used to convey information regarding the District-level planning and budget processes and status:

- Monthly meetings of the Districtwide Strategic Planning & Budget Council (DSP&BC) – second Monday of each month, 2:30-4:00 p.m., location alternates on odd/even basis (even months – Grossmont Griffin Gate; odd months – Cuyamaca Student Center)
- Budget Workshops - Tentative Budget and Adoption Budget:
  - Joint Districtwide Executive Council (DEC) and Districtwide Strategic Planning & Budget Council (DSP&BC) Workshop
  - Governing Board Workshop (Tentative Budget by July 1; Adoption Budget by September 15)
- Annual Budget Forums – one at each site during spring Flex Week
- FTES Task Force – meets late Fall or early Spring and sends recommendation to Chancellor
- Chancellor's Budget Update – sent to all faculty and staff via e-mail and posted on intranet

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Vice Chancellor-Business Services

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