Annual Reporting Timeline

Refer to the General Report Content Guidelines to see a close representation of the template text layout.

January -

Fall-only reports have been updated and posted to the Strategic Reports for Departments link.

February -March

Posting of the Enrollment/Credits Core pages.

Posting of Summer/Fall/Spring reports to Strategic Reports for Departments link.

May – July

Work on new Annual Report template

August -

Rollout of new Annual Report template

Posting of the Completion core pages.

Tentative - Reminder letters out from VP's.

September -

Posting of the Financial core pages.

Posting of the G & C core pages.

October -

(15th)- Due date of (9th-cycle) departmental annual reports.

November -

(TBA) Reminder out to any departments who haven't finished/submitted their annual report (VPs). Progress Report produced (tentative)

December -

(1st) Division Summaries due to President.