



## Integrated Planning & Budget Task Force

Agenda  
August 25th, 2020  
1:00pm-2:00pm

ITEMS	TOPICS
1	Meeting Minutes
2	Annual Progress Report

**Members in Attendance:** Lisa Ly, Eric Kuehnl, Elias Regalado, Kristy Lisle, Ram Subramaniam, Robert Cormia, Debbie Lee, Lene Whitley-Putz, Kurt Hueg, Kathryn Maurer, Bret Watson, Teresa Ong, Elaine Kuo, Isaac Escoto, Asha Jossis

### 1) Meeting Minutes

- [The committee voted and approved the meeting minutes by consensus.](#)

### 2) Annual Progress Report

- The committee reviewed the Annual Progress Report and discussed the timeline for implementation
  - The Annual Progress Report, 5-Year Self Study, and Annual Budget timeline should all align in the program review process
  - The Annual Budget will be due on Dec 15<sup>th</sup> for the 20-21 academic year
  - Faculty will have the ability to update the program goals and progress each year using the Annual Progress Report and the deadline for submission will align with the Annual budget starting in the 21-22 academic year

Next Steps: Review the Annual Progress Report Template and be prepared to discuss edits at the next meeting.

For additional information on meeting minutes, please contact Kelaiah Harris at [harriskelaiah@fhda.edu](mailto:harriskelaiah@fhda.edu).