

Process for Developing the *RSCCD Planning Design Manual*

- October 9 Joint meeting of the District Council and the Planning and Organizational Effectiveness Committee to launch the evaluation/revision of RSCCD district-level planning processes.
- Week of October 15 John Didion and EConrad conduct research as needed on existing components of the RSCCD Planning Design and draft planning processes as needed to prepare an initial draft of the *RSCCD Planning Design Manual*.
- October 18 John Didion and EConrad distribute draft #1 of the *RSCCD Planning Design Manual* to the Planning and Organizational Effectiveness Committee.
- October 19 John Didion and EConrad meet with the Planning and Organizational Effectiveness Committee to review draft #1 of the *RSCCD Planning Design Manual*.
- Week of October 22 Based on feedback from the Planning and Organizational Effectiveness Committee meeting, John Didion and EConrad prepare draft #2 of the *RSCCD Planning Design Manual*.
- October 29 John Didion distributes draft #2 of the *RSCCD Planning Design Manual* to the Planning and Organizational Effectiveness Committee for their review and input with feedback due by November 9th.
- November 12 - 13 Based on input from the Planning and Organizational Effectiveness Committee review, John Didion and EConrad prepare draft #3 of the *RSCCD Planning Design Manual*.
- November 14 John Didion distributes draft #3 of the *RSCCD Planning Design Manual* district-wide for review and input with feedback due by November 26th.
- November 26 - 29 Based on input from the district-wide review, John Didion prepares draft #4 of the *RSCCD Planning Design Manual*.
- November 30 John Didion distributes draft #4 of the *RSCCD Planning Design Manual* to the:
- Planning and Institutional Effectiveness Committee for a final review and
 - District Council to review with their constituents prior to the call for formal approval scheduled for the December 10th meeting.

- December 10 Contingent on approval from the District Council, the co-chairs of the Planning and Organizational Effectiveness Committee submit draft #4 of the *RSCCD Planning Design Manual* to the Chancellor and recommend approval.
- December 11 - 19 Contingent on the Chancellor's approval, draft #4 of the *RSCCD Planning Design Manual* is formatted for publication, is posted online, and is distributed district-wide. Implementation of the planning processes described in this document begins January 2013.