



To: Managers

From: Linda M. Baldwin
Associate Vice President, Fiscal Services

Date: September 14, 2011

Subject: **2011-12 Adopted Budget**

Fiscal Services is pleased to announce that we had another successful year-end closing. Thanks to everyone's cooperation and support, we were able to meet our year-end closing and budget development deadlines.

The 2011-12 Adopted Budget will be submitted to the Board of Trustees tonight for approval. As a cost savings measure, we will not be sending you a Budget Summary Book this year. Instead, attached you will find a PDF version of the Budget. The PDF Files include an indexed "Table of Contents" to make it easier to find specific documents. Please feel free to distribute these PDF files to your staff.

Depending on the desired use, we are attaching two versions of the Budget as follows:

1) 2011-12 Adopted Budget – View Mode Version

To facilitate easier reading, all landscape pages have been rotated so they will be viewed in portrait orientation.

2) 2011-12 Adopted – Printable Version

This version is for printing purposes and the pages are displayed in both portrait and landscape orientation.

Instructions to Change the Page Orientation

From the menu, choose:

- View/Rotate_View/Clockwise – The page will rotate to the right, or
- View/Rotate_View/Counterclockwise – The page will rotate to the left

Please review the following reports to identify budgets affecting your respective areas. These reports include complete account strings.

- New Funded Positions for 2011-12
- 2011-12 Categorical Support Positions transferred to the Unrestricted General Fund
- 2010-11 Ongoing Budget Increases
- 2011-12 Ongoing Budget Increases
- 2011-12 Ongoing Budget Reductions - Operational "Status Quo" Budgets - Unrestricted General Fund
- 2011-12 Ongoing Budget Reductions - Eliminated or Changed Vacant Positions - Unrestricted General Fund
- 2011-12 Ongoing Budget Reductions - Eliminated or Changed Vacant Positions - Restricted General Fund
- 2011-12 Purchases in Progress
- 2010-11 Carryover Budgets to 2011-12
- Income-Generated Accounts - Carryover Budgets from 2010-11
- 2011-12 Categorical Backfill - One-Time Budget
- Requested Backfill Budget for Vacant Position

This year the final budget 2011-12 has an ongoing structural budget deficit of \$7,413,284. The College apportionment revenues have been cut by approximately \$8.2 million. In addition, there is a possibility of additional mid-year apportionment revenue reductions of \$1.8 million. This means that we are still not out of the woods. Therefore, please monitor your budgets very carefully and continue to conserve whenever possible.

The 2011-12 Adopted Budget will be uploaded in the Banner System by the end of this week. You may inquire on your accounts by accessing form FGIBDST - Organization Budget Status. If you need a detailed budget of your area or have any questions, please feel free to contact Rosa Royce, Ext. 5530, or myself Ext. 5517.