

Draft Budget Committee Calendar (*bold italic: proposed additions*)

Spring:

- Reviews Preliminary Tentative Budget (March);
- Determines new resources available for allocation (usually March);
- Communicates expected budget situation, resources, and process to campus community (usually March);
- Reviews details of the previous year's actual expenses for selected departments/units (usually April);
- Reviews relationships across campus (e.g.: department costs per FTES) (usually April);
- Reviews and comments on requests for new one-time resources (May); and
- Reviews Tentative Budget (June)
- ***Tentative Budget approved by Board prior to June 30***

Summer:

- Meets only if an emergency arises

Fall:

- ***Adopted Budget approved by Board, including allocation for New Resources (prior to September 15);***
- ***Reviews prioritized New Resource Requests (September);***
- ***Cabinet acts on New Resource Requests (September/October);***
- Makes recommendations on changing one-time funding expenditures to ongoing (October);
- Meets jointly with the Institutional Effectiveness Committee to review PIE summaries and coordinate planning efforts (October);
- Reviews previous fiscal year's total actual expenditure summary from Fiscal Services (November);
- Compares Adopted Budget to previous year's actual expenditures (November);
- Evaluates Budget Allocation Process (November); and
- Makes recommendations on changing budgetary policies and procedures to PAC (December)

Winter:

- Meets only if needed to complete fall activities