

**Executive Budget Committee
Budget Calendar
For the Year Beginning July 1, 2007 and Ending June 30, 2008**

Date/Period	Task
August 23, 2007	Executive Budget Committee Meeting <ol style="list-style-type: none"> 1. Review June 2007 Financials 2. Review FY 2009 State Appropriation Request 3. CY 2008 and FY 2009 Insurance Premiums 4. Review Budget Calendar
September 27, 2007	Executive Budget Committee Meeting
October 25, 2007	Executive Budget Committee Meeting <ol style="list-style-type: none"> 1. Review September 2007 Financials 2. Discuss FY 09 Budget Priorities
November 15, 2007	Executive Budget Committee Meeting <ol style="list-style-type: none"> 1. Obtain and Review Cost Estimates <ol style="list-style-type: none"> a. Utilities b. Maintenance Agreements c. Bond and Lease Payments d. Fringe Benefits <ol style="list-style-type: none"> i. Retirement ii. Health Insurance e. Merit Pool f. Promotions 2. Discuss and Estimate the State Appropriation Change 3. Discuss and Estimate the increase in Basic and Required Student Fees <ol style="list-style-type: none"> a. Distribute Student Fee Collection Document 4. Distribute and Discuss FY 2009 Budget Funding Request Form 5. Distribute Revenue Projection Forms for Auxiliary and Designated Funds 6. Review June 2007 Audited Financial Statements
December 2007 through January 2008	President, Provost, Chancellor, Vice Presidents, and Chief Financial Officer obtain budget requests from units, departments, divisions and colleges and develop a budget plan for their cost center. This will include the auxiliary and designated funds as well as the operating funds.

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December 20, 2007	Executive Budget Committee Meeting 1. Discuss Student Fees
January 24, 2008	Executive Budget Committee Meeting 1. Review December 2007 Financials
February	Provost, Chancellor, Vice Presidents and Chief Financial Officer meet with President and Chief Financial Officer to present and explain their operating fund budget requests
February 28, 2008	Executive Budget Committee Meeting
March and April 2008	As series of meetings with a combined Administrative Council and Executive Budget Committee to discuss the President's observations about the information received and obtain feedback to the budget plan and allocations the President will recommend to the Board of Governors Allocations of a merit pool will be obtain Changes in core budget allocations within or between cost centers will be obtained Executive Budget Committee Meetings will be held as needed
April 2008	President will present FY 2009 Budget Proposal to University Community Review of March 2008 Financials
May 2008	President will present FY 2009 Budget Proposal to Board of Governors
May 22 2008	Executive Budget Committee Meeting
June 2008	Board of Governors take action on FY 2009 Budget