

Budget Manager's Meeting
Agenda
Friday, January 12, 2007 (2:00 PM)

----- *FY 2006-07* -----

- **FY 2006-07 Mid-Year Reviews**
 - Scheduled for week of 1/29 – 2/2
 - List of programs to be reviewed --- promulgated soon

- **Overcommitment Notices**
 - Set parameter to ignore negatives < \$100.00
 - Still required to correct all negatives

----- *FY 2007-08* -----

- **FY 2007-08 Special Funds Budgets**
 - Packages sent out Jan 12, 2007
 - Due back May 11, 2007

----- **Miscellaneous** -----

- **Budget Office Changes**
 - Amy --- taking over EPA personnel matters (soon)
 - Cindy --- back as my Assistant Director
 - Will be taking back certain budget issues that Amy was handling
 - Jonia --- program oversight for Telcomm, Chancellor's Division
 - New Budget Analyst --- manage new budget process (see below)

- **Scheduled Meetings**

○ Tuesday, March 13, 2007	10:00 – 12:00	AL 215
○ Thursday, May 10, 2007	10:00 – 12:00	AL 215
○ Thursday, July 12, 2007	10:00 – 12:00	AL 215
○ Thursday, September 13, 2007	10:00 – 12:00	AL 215
○ Thursday, November 15, 2007	9:00 – 10:30	AL 215

- **Changes to Budget Office training workshops**
 - BGT 103 – presentation followed by navigation through forms
 - Additional training --- need campus input!!!

- **New Budget Processes**

- Will affect:
 - Annual Funds Allocation (Permanent & One-Time)
 - Biennial Expansion Budget
 - Biennial Capital Budget
 - Tuition & Fees
- Training --- standardized training package being developed
- Communications / Feedback --- more extensive feedback/communications during and after each process
- Standardized budget submission template
 - On-line, interactive
- Budget/Planning calendar --- on website
- More to follow

- **Banner HR (Cindy)**

- Overview
- Scenarios