

Budget Manager's Meeting
Agenda
Monday, April 24, 2006 (9:30 AM)

----- **FY 2005-06** -----

- **FY 2005-06 Year End Execution**
 - Available Balances – as of March 31, 2006
 - Will send April 30, May 31, June 15th
 - Purchasing email – 4/18/06
 - Carry Forward email – 4/18/06
 - Do not need to correct non-salary negatives at department level
 - As long as subhead / account is positive

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

- **FY 2006-07 Special Funds Budgets**
 - Packages out January 14, 2006,
 - Due **May 12, 2006**
 - Security/Admin/Auxiliary Support – email 12/8/2005
- **FY 2006-07 BD-119 Process**
 - Budget Office assuming overall responsibility
 - Spreadsheets
 - Lessons learned / suggestions ???
- **Banner HR**
 - Effective July 1, 2006
 - No campus training (*on position management*) until go-live
 - HR on-line training in May
 - Time keeping -- already started
 - No fringe budget feed from HR to Finance
 - General Funds – departments will have “actuals” but no budgets
 - Trusts/Auxiliaries/Grants – budgets put into Finance, “actuals”
 - No fringe encumbrance feed from HR to Finance
 - ALL Funds – NONE
 - Must maintain “off line”
 - One Position – split funding
 - ALL salaries paid from a POSITION (including temps, work study, etc)
 - No more non-position controlled
 - Lapsed Salary Report – still working on it (**# 1 priority**)
 - ELSS actions – not required to correct position negatives
 - As long as subhead / account is positive
 - Temp, Undergrad – position listing
 - Work study – position schema

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

- **Salary Reserve Management**
 - During January meeting - asked for lessons learned to me by March 31, 2006
 - **RECEIVED NONE**
 - Will need to report to Cabinet on adjustments for next year
 - Range revisions
 - Cross-divisional promotions
 - RIF's
 - Need your feedback – **NOW !!!**