

Budget Manager's Meeting
Agenda
Wednesday, June 16, 2004 (3:30 PM)

----- ***FY 2003-04*** -----

- **FY 2003-04 Year End Clean Up**
 - Over commitment Report
 - Phone calls from my staff
 - June schedule:
 - 6/25 – AT&T, DAIN feeds; e-travel feeds; feed payroll to FRS
 - 6/30 – turn off encumbering; turn off online revision system
 - Revenue shortfall ~ \$500-600K
 - JE charges to auxiliary accounts
 - Prorate anything left back to departments
 - Opportunity to change accounts – NOW

----- ***FY 2004-05*** -----

- **FY 2004-05 Budget Execution/Tracking**
 - New reporting format
 - Throughout year, and mid-year review
 - Still be developed by staff
- **FY 2004-05 “Watch List”**
 - Budget Office staff will monitor
 - Periodic reporting
 - Restrictions on budget revisions (increase in revenues, realignment for new initiatives)
 - List to be provided separately
- **FY 2004-05 Legislative Action**
 - Senate Bill 100 (SB 100) – tax exemption
 - \$~ \$175K
 - HB 1414 – House Budget
 - 1.7% reduction
 - pay raise (\$1,000 or \$83.34/month)
 - Senate Budget
 - Report out next week
 - Conference
 - Resolve differences by June 30th
- **Budget Increases / Decreases**
 - VCs retreat – 6/25
 - Enrollment increases
 - Campus-Initiated Tuition increases
 - Revenue shortfall
 - Tax Exemption reduction

----- ***FY 2005-07*** -----

- **FY 2005-07 Biennial Expansion Budget**
 - All issues submitted to OP
 - Cabinet finalizing prioritization of 24 issues (due to OP 6/30)
- **FY 2005-07 Continuation Budget**
 - Building Reserves
 - Motor Vehicles

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

- **Training Workshops**
- **Role of Divisional Budget Managers**
 - My expectations
 - Feedback to me