

University Planning, Budget & Analysis Committee FY05 Budget Development Calendar

Revised 2/18/2004

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
JANUARY 4	5	6 UPBAC 1) Delivery of Budget Overviews 2) Discuss Bgt Amend format 3) Strategic Concepts & Priorities 4) Reconfirm Principles & Values 5) Discuss Cont. Non-Base Commitments	7	8	9	10
11	12 PEC 5-Yr Rev/Exp Projections	13 Dooley gone Bgt Amend Worksheets sent to Units	14 Classes Begin	15 REGENTS Helena	16 REGENTS Helena	17
18	19 Holiday	20 Dooley gone	21	22	23 A&F and SAS KPI Workshts Due to Bgt Offc	24
25	26 5-Yr Outlook CAMPUS OPEN FORUM	27 UPBAC 1) Finalize 5-Year Outlook 2) Discuss potential presenters 3) Discuss Instructional Prog Evaluation Matrix	28	29	30	31
FEBRUARY 1	2 Bgt Amend Worksheets returned to Executives	3 UPBAC 1) Delivery of Student Svcs & Instit. Support KPI Reports 2) Instructional Prog Evaluation Matrix Updates	4 15th Class Day	5	6 Bgt Amend Worksheets returned to Budget Office	7
8	9	10	11	12	13 OPA generates Instructional KPI Reports	14
15	16 Spring Semester FTE & Revenue review to PEC	17 UPBAC 1) FY04 Spring FTE & Rev Rpt 2) FY04 Budget Update 3) Delivery of Budget Amend. Requests 4) Discussion of Student Svcs & Instit. Support KPI Reports	18	19	20	21
22	23 Present First Draft of 5-Year Budget Model to PEC	24 UPBAC 1) Delivery of Instructional KPI Reports 2) Exec. Discussions re:Fixed Costs & Cont. Non-Base Amendments 3) Present First Draft of 5-Year Budget Model	25	26	27	28

University Planning, Budget & Analysis Committee FY05 Budget Development Calendar

1/7/2004

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
29	MARCH 1	2 UPBAC 1) FY05 FTE & Tuition Proj 2) FY05 Macro Analysis 3) Discuss FY05 Budget 4) Discuss Instr KPI Reports 5) Exec. Presentations re:Base Bgt Amend.	3	4	5	6	
7	8	9 UPBAC 1) Exec. Presentations 2) Discuss Ranking Process	10	11 UPBAC members to rank Budget Amend. Requests	12	13	
14	15	S P R I N G B R E A K				19	20
			Bgt Amend Rankings due to Budget Office				
21	22	23 UPBAC 1) First Draft of FY05 Budget Plan 2) Discuss Bgt Amend Rankings 3) Cont'd Budget Discussions	24	25 REGENTS Dillon	26 REGENTS Dillon	27	
28	29	30	31	APRIL 1	2	3	
4	5	6 UPBAC 1) FY05 FTE & Tuition Update 2) FY05 Macro Analysis Update 3) FY05 Budget Plan Update 4) Five-Year Vision Projections 5) Cont'd Budget Discussions	7	8	9	10	
11	12	13 UPBAC 1) Review of Draft Budget	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27 UPBAC 1) Review FTE & Rev Updates 2) Make applicable adjustments to budget	28	29 FY05 Budget OPEN FORUM 1:30-3:00 SUB Ballrm. B	30	MAY 1	
2	3	4 UPBAC 1) Review comments & suggestions 2) Finalize FY05 Budget Plan	5	6 UPBAC Budget Plan Due to President	7	Commencement	
9	10	11 UPBAC President's response to UPBAC	12	13	14	15	