

FY02 Planning, Budget & Analysis Committee Calendar

Rev: 05.03.01

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
MARCH 25	26	27	28	29	30	31
	Instructional KPI review period complete	1) PRIORITIES > identify initiatives, if any, for FY02 priority focus > assign initiatives, for Action Plans, to SPBC 2) BUDGET AMENDMENTS > finalize form, process and deadline 3) INSTRUCTIONAL KPI REPORT > establish Objectives & identify elements of analysis > determine specifics to focus on 4) ESTABLISH CALENDAR	Enrl Mngt Committee Meeting	Bud Amend Worksheets Distributed	Dept Budget Worksheets returned to PBA	
APRIL 1	2	3	4	5	6	7
		1) REVIEW OF INSTRUCTIONAL KPI REPORT 2) PRIORITIES > determine if metrics are to be used, and how 3) DEPARTMENT BUDGET WORKSHEETS > establish Objectives & Process of review > determine elements of analysis				
8	9	10	11	12	13	14
		1) REVIEW INITIAL ENROLLMENT PROJECTION REPORT 2) CONTINUED REVIEW OF INSTRUCTIONAL KPI REPORT 3) PRESENTATION OF DEPARTMENTAL BUDGET WORKSHEETS				
15	16	17	18	19	20	21
		1) REVIEW INITIAL REVENUE PROJECTION REPORT 2) CONTINUED REVIEW OF DEPARTMENTAL BUDGET WORKSHEETS		Bud Amends returned to PB	Legislature Adjourns?	
22	23	24	25	26	27	28
		1) REVIEW UPDATED ENROLLMENT PROJECTION REPORT 2) REVIEW OF BASE BUDGETS		Initiatives returned to PBA		
29	30	MAY 1	2	3	4	5
		1) REVIEW UPDATED REVENUE PROJECTION REPORT 2) REVIEW OF ALL BUDGET AMENDMENT REQUESTS 3) PLAN & SCHEDULE OPEN FORUM				
6	7	8	9	10	11	12
		NOON - 3:45 PM -- SUB Ballroom B 5:30 - 8:00 PM -- SUB Ballroom B 1) REVIEW PROGRESS & CALENDAR 2) DISCUSS PROPOSED BUDGET AMENDMENTS 3) DISCUSS PROPOSED BUDGET REDUCTIONS				
13	14	15	16	17	18	19
		1:00 - 4:00 PM -- President's Conference Room 1) REVIEW ENROLLMENT & REVENUE PROJECTION 2) REVIEW PROGRESS & CALENDAR 3) DISCUSS PROPOSED BUDGET AMENDMENTS 4) DISCUSS PROPOSED BUDGET REDUCTIONS 5) FIRST DRAFT OF BALANCED BUDGET PLAN 6) BEGIN DRAFT OF EXECUTIVE SUMMARY	REGENTS Great Falls	REGENTS Great Falls	REGENTS Great Falls	
20	21	22	23	24	25	26
	OPEN FORUM 2:00-5:00 PM SUB 276	NOON - 5:00 PM -- SUB 276 1) REVIEW COMMENTS FROM CAMPUS 2) REVIEW ANY APPLICABLE UPDATES (FTE, rev) 3) FINALIZE BALANCED BUDGET PLAN 4) FINALIZE EXECUTIVE SUMMARY		Budget Plan Delivered to President		