

# Budget Calendar (July 2021 – June 2022)

(Unless specified, dates for action items will be provided when detailed instructions are sent out)

- General Fund, Auxiliary and Gift budgets uploaded from Axiom
- Carryforward templates sent out by Finance Office
- Budget Planning for 2022-23 begins

July

- Student Fee request forms distributed
- Carryforward requests due to Budget Office
- Salary upload process for Faculty contracts

August

- Budget Data Book process begins
- New program submissions finalized for Regent preparation
- Fall Census

September

- Budget Data Book due
- Salary Survey projections

October

- Budget planning due
- Student Fee requests due
- Spring Extended Studies rates due
- Governor's budget released
- Calendar year merits approved by Board of Regents
- Compensation guidelines to units
- Merit planning process begins

November

- Budget planning review
- JBC Budget Briefings/Hearings
- Merit planning due for Jan 1st increases

December

- Legislative Session begins
- Initial Expenditure projections
- Budget model preliminary development

January

- Initial Board of Regents meeting – tuition, fees, budget
- Spring Census

February

- JBC Figure Setting – Long Bill
- Faculty & Staff Salary guidelines to units (Postponed until further notice)
- Present Budget Model to CACB
- Salary planning process opens in Axiom

March

- Summer Extended Studies rates
- General Fund, Auxiliary and Gift budget planning process opens in Axiom

April

- General Fund, Auxiliary and Gift budgets due in Axiom
- New program submissions due (internal)
- Board of Regents meeting – tuition and fee approvals

May

- Fall Extended Studies rates due
- Board of Regents meeting – budget approval

June