Annual Budget Process

Budget requests come from the following key areas:

- Colleges
- Academic Affairs Units
- Non-academic Units (Chancellor, ACBF, CSAO)
- ** University-Wide Strategic Initiatives

Faculty provide their request to Chairs

Chairs gather faculty requests and present their recommendations to their Deans

- * Deans take the Chairs recommendations and present their recommendations to the Provost ***

Program Directors gather requests and present their recommendations to the Provost

* Provost takes the Deans and Directors recommendations and forwards his/her recommendations to the Budget Review Committee

Department Directors gather requests and present recommendations to their representative Chancellor’s Cabinet member

* Representative Chancellor’s Cabinet members take the Directors recommendations and forward their recommendations to the Budget Review Committee

SPPC reviews proposed initiatives and forwards recommendations to Faculty Senate

Faculty Senate takes SPPC recommendations and forwards their recommendations to the Chancellor

Budget Review & Recommendation Committee (Provost, ACBF, CSAO, Deans, Faculty Senate Chair or designee, Executive Assistant to the Chancellor and AVC for University Advancement. Chancellor would sit in as ex officio member.)

Chancellor makes final budgetary decision

Decisions are communicated to campus

* Before requests reach the Budget Review Committee, each of the Deans, Provost, ACBF, and CSAO would consult with DoTS, FM, and HR on items related to their areas to ensure realistic cost projections and feasibility of proposals.

* Copies of all requests are to be submitted to the ACBF in 111 North Hall.

** Submitted by Chancellor’s Cabinet and Deans.

*** On rare occasions, if the Deans identify a program that requires an exception, a program may bypass the central pool process if approved by the Chancellor.