

August

Initial email from Barbara Hanschke that details documents needed and initial Campus Services due date

August-September

Updated versions of required documents sent to units.

Initial drafts of budget for unit created and reviewed.

Initial Student Health Advisory Committee (SHAC) meeting

October

Second SHAC meeting

Final BOR required forms and updated enrollment headcounts disseminated.

Unit budget revised and reviewed

Campus Services Budget meetings

Late October/early November

MSFAC meetings

Factors that delay preparation of budget:

Delays in receipt of forms from BOR

Changes to forms after initial receipt of the forms

Delays in receipt of enrollment numbers (enrollment numbers determine our revenue calculations)