WCU BUDGET PROCESS CALENDAR 2014-15

Website: budgetprocess.wcu.edu

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1 Budget Instructions released. January 7 Non-Academic Divisions - Departments submit their budget requests to Vice Chancellor. Dates may vary by Division. 2 January 31 Academic Affairs Division - Departments submit their budget requests to Dean/Appropriate Dept Head January 21 Non-Academic Divisions - Divisions hold budget hearings January 21 - February 14 3 Academic Affairs Division - Colleges/Units hold budget hearings January 21 - 31 February Non-Academic Divisions Only (steps 4-5) Department heads and Vice Chancellors/Division heads prioritize budget requests for respective Division February 1 - 20 5 Vice Chancellors/Division heads submit budget requests to Chancellor February 24 Academic Affairs Division Only (steps 6-11) Deans submit budget requests to Provost by noon February 7 7 Council of Deans members present budget requests at Budget Hearing in open Council of Deans meeting February 11 8 Feedback on budget requests due to Provost February 12 -21 9 Council of Deans and Provost review feedback, and discuss and prioritize budget requests February 25 Council of Deans/ Provost finalize prioritized list of budget requests February 27 10 11 Provost submits budget requests to Chancellor February 28 March University Budget Hearing - Provost and Vice Chancellors/ Division heads present their requests March 17 3-5 pm The Budget Advisory Committee and the Chancellor's Leadership Council attend Joint Discussion between Chancellor's Leadership Council and Budget Advisory Committee March 24 3-5 pm Chancellor and Executive Council discuss budget requests March 31 14