

**Humboldt State University**  
 Budget Planning Cycle: Fiscal Year 2008-2009

Month	Divisional Responsibilities/ Campus Schedule
February 11	President/VP turn in preliminary list of divisional reduction plans to president.
February 15	President's Office assembles data and distributes back to President/Vice Presidents with an estimation of additional reductions needed
Friday, February 22	UBC
Week of February 25	President and Vice Presidents meet to review university-wide expenditures / determine additional reduction needed
Friday, February 29	UBC
Friday, March 7	UBC
March 07	President/VP send the President's Office a prioritized list of programs/services/functions to be cut with estimated savings involved
March 10	President/VP review lists and make final decisions about reduction proposals
Friday, March 14	UBC
March 17-21	HSU SPRING BREAK
March 17-April 1	President/VP meet with UBC, Senate, Staff Council, and others to present plan for budget reductions and get feedback from various groups
Friday, March 21	
Friday, March 28	UBC
March 31	Cesar Chavez Day
April 1-14	President/VP make changes based on suggestions from campus and assemble final plan
Friday, April 4	UBC
Friday, April 11	UBC cancelled
Friday, April 18	
Friday, April 25	
Friday, May 2	
Friday, May 9	
Friday, May 16	
June - second week	Finalize HSU budget based on the May Revise Budget
<b>July 1</b>	<b>Implement fiscal year budget as approved by the President</b>