

FY2012 Budget Calendar for PBC from Mitchell 9-23-11 FINAL 11-15-112

	A	B	C	D	E	F	G	H	I	J	K	L	M
	FY12 (2011)		Jul-11		Aug-11		Sep-11		Oct-11		Nov-11		Dec-11
1	MON			1	BOR - Reduction Plans Due			3					
2	TUE			2				4		1			
3	WED			3				5		2			
4	THUR			4		1	USG - Amended FY12/13 budget requests submitted to OPB	6	VSU Fall Midterm	3		1	
5	FRI	1		5		2		7		4		2	PBC MEETS - Review FY13 revenue projections - DUE to BOR Review FY12 Mandatory Fee requests as well as Elective Fes (due to BOR Dec 16th)
6	MON	4	July 4th Holiday	8		5		10		7		5	VSU Last Day Fall Class
7	TUE	5		9	BOR Regular Meeting	6		11	BOR Regular Meeting	8	BOR Regular Meeting	6	
8	WED	6	Prepare FY11 Utilities Encumbrance	10	BOR Regular Meeting	7		12	BOR Regular Meeting	9	BOR Regular Meeting	7	
9	THUR	7		11		8		13	BOR - 1Q Expenditure Report due	10		8	
10	FRI	8		12		9	BOR - FY12 Quarterly Projections due for institutions	14		11		9	
11	MON	11		15	VSU Fall Semester Starts	12		17		14		12	
12	TUE	12		16		13	BOR Regular Meeting	18		15		13	
13	WED	13		17		14	BOR Regular Meeting	19		16		14	
14	THUR	14		18		15		20		17		15	
15	FRI	15		19	VSU - Late Registration Ends	16	BOR FY12 1Q Amendment deadline	21		18	PBC MEETS	16	FY13 Mandatory Fee requests due; 2Q budget amendment due
16	MON	18		22		19		24	VSU Fall Break	21		19	Holiday - University Closed
17	TUE	19		23		20		25	VSU Fall Break	22		20	Holiday - University Closed
18	WED	20		24		21		26		23	Thanksgiving - University Closed	21	Holiday - University Closed
19	THUR	21		25		22		27		24	Thanksgiving - University Closed	22	Holiday - University Closed
20	FRI	22		26	PBC MEETS - Review Fall Enrollment, adjust FY11 Revenue estimates	23	PBC MEETS - Review Proposed Project list	28	PBC MEETS - Review 1Q Lapse; Make assignments for December and January Due Dates	25	Thanksgiving - University Closed	23	Holiday - University Closed
21	MON	25		29		26		31		28		26	Holiday - University Closed
22	TUE	26		30		27				29		27	Holiday - University Closed
23	WED	27		31		28				30		28	Holiday - University Closed
24	THUR	28				29						29	Holiday - University Closed
25	FRI	29				30						30	Holiday - University Closed
26	2011		Jul-11		Aug-11		Sep-11		Oct-11		Nov-11		Dec-11
27													
28													
29	FY12 (2012)		Jan-12		Feb-12		Mar-12		Apr-12		May-12		Jun-12
30	MON	2						2					
31	TUE	3						3		1			
32	WED	4		1				4		2			
33	THUR	5		2		1	VSU Spring Midterm	5		3			
34	FRI	6		3		2		6		4		1	
35	MON	9	VSU First Day of Class	6		5		9		7		4	
36	TUE	10	BOR Regular Meeting	7	BOR Regular Meeting	6		10		8		5	
37	WED	11	BOR Regular Meeting	8	BOR Regular Meeting	7		11		9		6	VSU - Summer II & III First Day
38	THUR	12	2Q Expenditure Report due	9		8		12	3Q Expenditure Report due	10	VSU - Maymester First Day	7	
39	FRI	13	FY13 Professional Program Tuition requests; FY13 Base Graduate Tuition requests; FY13 Misc. Fee, Housing and Food Services; FY13 E-rates	10		9		13	PBC MEETS - Review 3Q Lapse, FY11 Remaining	11		8	PBC MEETS - Review 4Q Lapse, FY11 Remaining
40	MON	16	MLK Holiday - University Closed	13		12	VSU Spring Break	16		14		11	
41	TUE	17		14		13	BOR Regular Meeting	17	BOR Regular Meeting	15		12	BOR Regular Meeting
42	WED	18		15		14	BOR Regular Meeting	18	BOR Regular Meeting	16		13	BOR Regular Meeting
43	THUR	19		16		15		19		17		14	
44	FRI	20		17		16	3Q Budget Amendment due; VSU Spring Break Ends	20		18	FY13 Original Budget due	15	
45	MON	23		20		19		23		21		18	
46	TUE	24		21		20		24		22		19	
47	WED	25		22		21		25		23		20	
48	THUR	26		23		22		26		24		21	
49	FRI	27	PBC MEETS - Revise Spring Enrollment Revenues; Review 2Q Lapse; Review 5 year Auxiliary Plans DUE to BOR	24	PBC MEETS - Make assignments RE: FY13 enrollment projection	23	PBC MEETS - Review Proposed Project list	27	PBC MEETS - Review and approval of FY13 Original Budget Scenario and all other budgets	25		22	
50	MON	30		27		26		30	VSU Last Class	28		25	Final FY12 budget amendments due
51	TUE	31		28		27				29		26	
52	WED			29		28				30		27	FY 14 New Square Footage Projection due; FY14 Fringe information due
53	THUR					29				31		28	
54	FRI					30						29	
55	2012		Jan-12		Feb-12		Mar-12		Apr-12		May-12		Jun-12