**Major Operating Budget Processes**
FIRST year of biennium

**LEGEND**
- GENERAL BUDGET
- OPERATING BUDGET
- AUXILIARY BUDGET
- FUNDS 132/189
- NON-AUX FUNDS 128, 136 & USER FEES

**DIVISION RESPONSIBILITIES**

<table>
<thead>
<tr>
<th>August</th>
<th>September</th>
<th>October</th>
<th>November</th>
<th>December</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>August</th>
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<tbody>
<tr>
<td>Aux. tem. updated</td>
<td>Aux. Kickoff</td>
<td>Non-aux Funds 128 and 136 and User Fee Schedules</td>
<td>Funds 132 &amp; 189 Schedules Sent to Units Nov. 1</td>
<td>Operating Budget Kickoff early January</td>
<td>OBP reviews all budgets, enters faculty promotions and submits budgets to UWS by April 30</td>
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<tr>
<td>Students approve seg fees by Nov. 15</td>
<td>Aux. Kickoff mid-September</td>
<td>aux. Funds 132 &amp; 189 Budgets Due</td>
<td>Non-aux and User Fee Budgets Due</td>
<td>OBP reviews and forwards to Continuing Ed.</td>
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<tr>
<td>Provost's Office submits faculty promotions in mid-April</td>
<td>Estimated seg fees, Room &amp; Board rates due to UWS Budget Office</td>
<td>Budget Office</td>
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<td>BOR takes action on budget</td>
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</table>
DIVISION RESPONSIBILITIES

Non-auxiliary and User Fee Schedules Sent to Units
Non-auxiliary and User Fee Budgets Due
Operating Budgets Due
Pay Plan entered
Auxiliary Debriefing

OBP RESPONSIBILITIES

Funds 132 & 189 Schedules Sent to Units between Nov. 15 and Dec. 1
Funds 132 & 189 Budgets Due
OBP reviews and forwards to Continuing Ed.

Funds 132 & 189 Budgets Due
OBP reviews and forwards to Continuing Ed.

OBP reviews all budgets, enters faculty promotions and submits budgets to UWS by April 15
Estimated seg fees, Room & Board rates due to UWS

Students approve seg fees by Nov. 15

Major Operating Budget Processes
SECOND year of biennium

LEGEND
GENERAL BUDGET
OPERATING BUDGET
AUXILIARY BUDGET
FUNDS 132/189
NON-AUX FUNDS 128, 136 & USER FEES