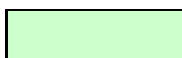


UNM BUDGET DEVELOPMENT CALENDAR FY 09/10

ITEM:	DUE DATES:	COMMENTS:
UNM - MAIN CAMPUS AND HSC BUDGET DEVELOPMENT SCHEDULE:		
January		
UNM - Legislative Session Briefings	Multiple Dates	UNM Requests, HED, DFA & LFC Recommendations, I&G Funding
February		
HSC -Mid-Year Budget Reviews-FY 2008/09	Feb. and Mar. 2009	
Main Campus Mid-year Budget Reviews-FY 2008/09	Feb. 23-27, 2009	College/School/Division Level
March		
Staff Performance Review Deadline	Mar. 2, 2009	
FY10 Budget Recommendations due to Pres./EVP/VP/AVP	Mar. 6, 2009	
Pres./EVP/VP/AVP submit FY 10 Budget Recommendations due to OPBA	Mar. 13, 2009	
UNM - Banner Budget Planner User Training Begins	Mar. 16, 2009	
Create Budget Planner Phase, Scenarios and Extracts	Mar. 19, 2009	
OPBA submit FY 10 Budget Recommendations to constituency groups	Mar. 20, 2009	
Budget Development and Salary Planner Refresh Process starts	Mar. 26, 2009	
Constituency groups submit FY 10 Budget Rec. comments to OPBA	Mar. 27, 2009	
April		
OPBA submit FY 10 Budget Recommendations to Regents	Apr. 1, 2009	
UNM - FY 09/10 Dept. Banner Budget Process Begins - Budget Planner Opens	Apr. 1, 2009	
New Index and Account Code Requests (unrestricted and restricted) due to FSM for FY10 budget development and Mass Salary Update	Apr. 1, 2009	
Position changes due to Position Control for FY10	Apr. 1, 2009	
UNM - Budget Planner Working Sessions for Depts	Apr. 2-24, 2009	
Full Board of Regents Meeting - FY 2010 Budget Development Hearings/Adopt Tuition and Fee Rates and Salary Guidelines	Apr. 9, 2009	
UNM & HSC Budget guidelines issued, MSU guidelines issued & allocations to VP units released	Apr. 10, 2009	
UNM - Last Day for Colleges/Schools/Branches to Lock Level 4 Organizations in Salary Planner-Regular Staff and Bargaining Unit Staff	Apr. 20, 2009	
UNM - Last Day for VP to Lock Level 3 Organizations in Salary Planner-Regular Staff and Bargaining Unit Staff	Apr. 22, 2009	
HSC - HSC Administration/HSLIC/COP/PPD - Lock Org Level 3	Apr. 23, 2009	
Salary Planner Refresh Process Ends	Apr. 23, 2009	
UNM - All changes complete in Salary Planner-Reg Staff and Barg Unit Staff	Apr. 24, 2009	Dept., Colleges and VP units finished
UNM - Last Day for Colleges/Schools/Branches to Lock Level 4 Organizations in Budget Planner	Apr. 24, 2009	
HSC - CON and SOM - Lock Org Level 3	Apr. 24, 2009	
HSC - Banner Budget Lock	Apr. 24, 2009	For all schools, Colleges, and Units
HSC - Budget analysis & review, develop HED budget document, prepare for printing	Apr. 24-28, 2009	
UNM - HED Budgets Due from Branches - FINAL	Apr. 24, 2009	
Prepare Regents Summary Book	Apr. 24-28, 2009	
Moratorium on Chart of Account Terminations	Apr. 27, 2009 to May 21, 2009	Current Unrestricted Indices, FOPA's affecting Current Unrestricted Indices, and Account Codes
UNM - HED Budgets Due from HSC/UNMH - FINAL	Apr. 27, 2009	
Mail Executive Summary of FY08/09 BARS and FY09/10 Book to Regents	Apr. 29, 2009	
May		
Full Board of Regents Meeting (Morning)- Approve FY 08/09 Budget Adjustment Requests and FY09/10 Operating Budget	May 1, 2009	
UNM - FY 09/10 Operating Budget and FY08/09 Budget Adjustment Requests submitted to HED	May 1, 2009	
UNM - Last Day for VP areas to Lock Org Level 3 In Budget Planner	May 1, 2009	
UNM - Final date for all out of guideline requests to HR Consultants	May 1, 2009	
UNM - All Budgets Completed in Budget Planner - Office of P,B&A Locks All Budgets	May 8, 2009	
Full Board of Regents Meeting	May 12, 2009	
Load Position Budgets into Budget Development	May 15, 2009	
Budget Development Refresh Process Ends	May 20, 2009	
Generate Working Report with Org/Index/Salary Detail in ePrint	May 21, 2009	
UNM - FY 09/10 Original Budgets Loaded to Banner Operating Ledger	May 21, 2009	
HED and DFA review and approve FY2010 UNM Operating Budget	May/June 2009	
Roll position budgets to approved 10 in Banner HR/Payroll	June 30, 2009	
STATE LEGISLATIVE SESSION DATES:		
Legislative Session Begins (60 day session)	Jan. 20, 2009	
Last Day for Capital Outlay Requests, Deadline for Bill Introductions	Feb. 19, 2009	
Legislative Session Ends (Noon)	Mar. 21, 2009	
Last Day for Governor Action on Legislation	April 10, 2009	Bills not acted on are pocket vetoed



HED



State Legislature



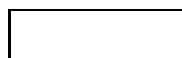
Regents



Regents (F&F)




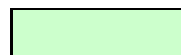



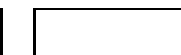
UNM HSC



UNM Main

UNM BUDGET DEVELOPMENT CALENDAR FY 09/10

ITEM:			
UNM REGENTS' FULL BOARD and F&F COMMITTEE MEETINGS	MEETING DATES:	AGENDA ITEM DUE DATES:	
Full Board of Regents Meeting	Sept. 9, 2008	Aug. 28, 2008	
Full Board of Regents Meeting	Oct. 14, 2008	Oct. 3, 2008	
Full Board of Regents Meeting	Nov. 11, 2008	Oct. 31, 2008	
Full Board of Regents Meeting	Dec. 4 & 18, 2008		
Full Board of Regents Meeting	Jan. 13, 2009	Jan. 2, 2009	
Full Board of Regents Meeting	Feb. 10, 2009	Jan. 30, 2009	
Full Board of Regents Meeting	Mar. 9, 2009	Feb. 26, 2009	
Full Board of Regents Meeting (PROPOSED NEW DATE)	March 27, 2009		
Full Board of Regents Meeting	April 14, 2009	April 3, 2009	
Full Board of Regents Meeting (PROPOSED NEW DATE)	May 1, 2009		
Full Board of Regents Meeting	May 12, 2009	May 1, 2009	
Full Board of Regents Meeting	Aug. 11, 2009	Jul. 31, 2009	
Finance and Facilities Committee Meeting	Sept. 8, 2008	Aug. 22, 2008	
Finance and Facilities Committee Meeting	Oct. 2, 2008	Sept. 19, 2008	
Finance and Facilities Committee Meeting	Nov. 4, 2008	Oct. 24, 2008	
Finance and Facilities Committee Meeting	Dec. 4, 2008	Nov. 21, 2008	
Finance and Facilities Committee Meeting	Jan. 8, 2009	Dec. 19, 2008	
Finance and Facilities Committee Meeting	Feb. 5, 2009	Jan. 23, 2009	
Finance and Facilities Committee Meeting	Mar. 5, 2009	Feb. 20, 2009	
Finance and Facilities Committee Meeting	Apr. 2, 2009	Mar. 20, 2009	
Finance and Facilities Committee Meeting	May 7, 2009	Apr. 24, 2009	
Finance and Facilities Committee Meeting	Jun. 4, 2009	May 22, 2009	
Finance and Facilities Committee Meeting	Aug. 6, 2009	July 24, 2009	
HED SCHEDULE	DUE DATES:	COMMENTS:	
HED Budgets & Funding Requests:			
Final Budget Adjustment Requests for FY09	May 1, 2009		
Final Institutional Operating Budgets for FY 10	May 1, 2009		
Capital Project requests for FY11 and Updated five-year plans	TBD	June 09	
Changes to I&G Performance Measures for FY11 (to HED/DFA/LFC)	Jul. 15, 2009		
Prioritized budget requests for FY11, including a) expansion requests for existing Research & Public Service Projects (RPSPs) and other programs, b) requests for new programs, and c) special schools.	Aug. 1, 2009		
Actual performance measures and outcomes for FY09 for existing RPSP's and other programs for which no additional state funding is requested	Sep. 15, 2009		
NMHED comprehensive higher ed funding recommendation for FY11	Nov. 1, 2009		
Regional RPSP/Other and Capital Project Hearings: Refer to separate schedules for details, once posted.	Aug./Sep. 2009		
Funding Formula for FY11:			
Last batch of DEAR files for FY09	Jun. 15, 2009		
Tentative funding formula (I&G) data to institutions *	TBD		
Final opportunity to report to NMHED corrections to formula data *	TBD		
Final funding formula data to institutions *	TBD		
I&G equipment list as of 6/30/09	Aug. 15, 2009		
Report of actuals (unaudited) for FY09	Sep. 15, 2009		
Financial Reporting/Fiscal Watch:			
Annual financial audit - FY09 (to Office of State Auditor)	Nov. 15, 2009		
Quarterly financial reports and certification - FY09/Q2	Feb. 27, 2009		
Quarterly financial reports and certification - FY09/Q3	May. 29, 2009		
Quarterly financial reports and certification - FY10/Q1	Nov. 23, 2009		
Financial Ratios - based on audited financial statements, including component units; include prior years' ratios	no later than 10 days after audit is released by OSA		
Mil Levy Certification for FY10 (Tax Year 2009)			
Debt service requirement schedule to NMHED	Jul. 24, 2009		
Tentative mil levy data to community colleges	Aug. 3, 2009		
Institutions confirm mil levy rates to NMHED	Aug. 10, 2009		
Mil levy certification due to DFA	Aug. 15, 2009		
Outstanding Long-term Debt Schedule as of Dec. 31	Nov. 13, 2009		
* tentative funding formula data usually include enrollment band adjustments, 3% scholarship transfer, and tuition credit; but exclude inflation base data, compensation base, ER&R funding, BR&R transfer, mil levy and L&PF revenue credits			

					
HED	State Legislature	Regents	Regents (F&F)	UNM HSC	UNM Main