


<b>BGSU Firelands</b> Governance Document Policy	Administrative Committees	Budget Committee
Approved by: 	Date Revised 11-18-2016	<b>FC 5111</b>

**PURPOSE**

Describes policy pertaining to the Budget Committee's role in soliciting operating and personnel budget requests through the various departments and divisions of the college.

**Voting Members**

Election of all representatives shall occur in April. Terms begin following spring commencement.

**Members by position:**

- Associate Dean for Academic and Student Affairs
- Department Chairs
- Director, Budget and Operations
- Director, Admissions and Financial Aid
- Strategic Planning Coordinator (as appointed by the Dean)
- Chair elected from among faculty members

**Representatives:**

- One elected representative from each department for a two year term
- Elected representative from Classified Staff
- Elected representative from Administrative Staff

**Non-voting Members**

**Members by position:**

- Director, Firelands College Library

**POLICY**

The committee shall play an appropriate role in the university budgeting process, including long-range financial planning and recommendation of the annual budget to the Dean.

The budget committee serves in an advisory capacity to the Dean.

The budget committee is responsible for the examination of both the personnel and operating budgets as submitted by the various budget managers.

As BGSU Firelands uses a budget process independent of the BGSU main campus, the budget committee must examine all revenue streams available to the college and make carefully considered forecasts based on those revenue streams.

Recommends short term priorities and long-term goals for personnel requests.

When called upon, makes recommendations to the Dean on priorities within the personnel and operating budgets.

## Karen Page Osterling

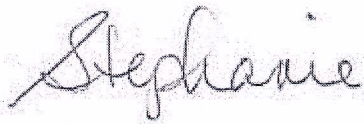
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**From:** Stephanie Mora Walls  
**Sent:** Monday, November 28, 2016 4:55 PM  
**To:** Karen Page Osterling  
**Subject:** FC5111 revision  
**Attachments:** FC 5111 Budget Com 2016.docx

Karen,

Would you please submit the attached revised governance document to Andy for his approval?

Thanks,



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Stephanie M. Walls, PhD

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