



Strategic Planning – Budget Sub-Committee
December 2014

- Name:** Strategic Planning Budget Sub-Committee
- Purpose:** In collaboration with the Strategic Planning Committee, the Budget Sub-Committee will help ensure the College budget integrates strategic planning within budgeting and resource allocation processes. The Budget Sub-Committee will review procedures relating to budgetary and financial matters and will establish criteria to help the College administration prioritize budgetary decisions. The sub-committee will also help ensure transparency and strong communication with the College community about the budget and financial matters.
- Advisory to:** The Executive Vice Chancellor for Finance and Administration who does not serve as a voting member of the committee. She or He will be an ex-officio member.
- Meetings:** Due to the cyclical nature of the College budget process, meetings will be variable throughout the fiscal year with more frequent meetings required during the winter and spring months as the budget is developed.
- Membership:** This Sub-Committee is formed from 12-15 representatives of all constituency groups and locations: Administrators; Exempt staff; Non-exempt staff; Faculty; and students. Ex Officio members will include: Executive Vice Chancellor for Finance and Administration and Support Coordinator to the Executive Vice Chancellor for Finance and Administration for resource and staff support.
- Chairpersons:** A Chair and Vice Chair for the Sub-Committee will come from two separate constituencies. Each will serve at least a one (1) year term with appointments being made during the beginning of the fall semester.
- Length of Term:** Members will serve two-year terms, but not more than four years consecutively.