PLANNING, BUDGETING AND ASSESSMENT COMMITTEE
2015 - 2016 SCHEDULE

<table>
<thead>
<tr>
<th>Data Source</th>
<th>Review by Committee</th>
<th>Time</th>
<th>Board of Trustees</th>
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</thead>
<tbody>
<tr>
<td>Orientation Meeting for New Committee Members</td>
<td>C. Mann</td>
<td>September 18, 2015</td>
<td>2:00-2:45</td>
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</tbody>
</table>

**Assessment Cycle**

1. Review the Committee Change
   - C. Mann
   - October 2, 2015
   - 10:00-Noon

2. Review Assessment of the 2014-2015 Planning and Budgeting Process
   - C. Emory
   - October 2, 2015
   - 10:00-Noon

3. FY 2015 Summary Reports on Divisional Goals and Achievements:
   a) Academic Affairs
   - E. Schick
   - October 2, 2015
   - 10:00-Noon
   b) Student Life
   - O. White
   - October 2, 2015
   - 10:00-Noon
   c) Enrollment Management
   - W. Brown
   - October 2, 2015
   - 10:00-Noon
   d) Institutional Advancement
   - N. Gillece
   - October 2, 2015
   - 10:00-Noon
   e) Finance and Administration
   - C. Mann
   - October 2, 2015
   - 10:00-Noon
   f) Marketing and Communications
   - D. Diehl
   - October 2, 2015
   - 10:00-Noon

4. Review IPED's Data Feedback Report
   - C. Emory
   - October 2, 2015
   - 10:00-Noon

5. Compare Fall 2015 Enrollment Actual Data to Fall 2015 Goals:
   a) Enrollment
   - C. Mann
   - October 2, 2015
   - 10:00-Noon
   b) Retention
   - C. Mann
   - October 2, 2015
   - 10:00-Noon
   c) Admissions Selectivity
   - C. Mann
   - October 2, 2015
   - 10:00-Noon
   d) Net Tuition Revenue
   - C. Mann
   - October 2, 2015
   - 10:00-Noon

6. Assess Impact of Fall 2015 Enrollment Data on FY 2016 Budget and Make Any Required Adjustments
   - C. Mann
   - October 2, 2015
   - 10:00-Noon

7. Review FY 2015 Budget to Actual Results and FY 2015 Audited Financial Statements
   - C. Mann
   - October 23, 2015
   - 9:00-11:00

8. Evaluate Historical Trends of Expenditures by Function and Division
   - Committee
   - October 23, 2015
   - 9:00-Noon

   - Committee
   - October 23, 2015
   - 9:00-Noon

10. Review FY 2016 Quarterly Financial Results
    - C. Mann
    - January and April 2016
    - 9:00-Noon

11. Departmental Year-End Reports on FY 2016 Goals and Achievements Submitted to Vice Presidents
    - Department Managers
    - July 31, 2016
    - N/A

12. FY 2016 Employee Evaluations Completed
    - Department Managers
    - July 31, 2016
    - N/A

**Planning Cycle**

13. Review the Three-Year Institutional Strategy for Revenue Growth and Program Priorities:
    - Committee
    - October 23, 2015
    - 9:00-11:00
    a) Strategy Outlined in "FY 2016 Plan and Budget Book"
    b) Undergraduate Program Initiatives
    c) Graduate Program Initiatives

14. Establish Three-Year Revenue Projections with Particular Emphasis on FY 2017:
    a) Enrollment
    - E. Schick
    - November 13, 2015
    - 9:00-11:00
    b) Retention
    - O. White
    - November 13, 2015
    - 9:00-11:00
    c) Admissions Selectivity
    - W. Brown
    - November 13, 2015
    - 9:00-11:00
    d) Fundraising
    - N. Gillece
    - November 13, 2015
    - 9:00-11:00
    e) Net Tuition Revenue
    - C. Mann
    - November 13, 2015
    - 9:00-11:00

15. Establish FY 2017 Divisional Goals (To Include Expected Assessment Methods) Consistent With The Strategic Plan:
    a) Academic Affairs
    - E. Schick
    - November 13, 2015
    - 9:00-11:00
    b) Student Life
    - O. White
    - November 13, 2015
    - 9:00-11:00
    c) Enrollment Management
    - W. Brown
    - November 13, 2015
    - 9:00-11:00
    d) Institutional Advancement
    - N. Gillece
    - November 13, 2015
    - 9:00-11:00
    e) Finance and Administration
    - C. Mann
    - November 13, 2015
    - 9:00-11:00
    f) Marketing and Communications
    - D. Diehl
    - November 13, 2015
    - 9:00-11:00

16. Finalize Three-Year institutional Goals Consistent with the Strategic Plan
    - Committee
    - December 4, 2015
    - 9:00-11:00

17. President Approves FY 2017 Divisional Goals, Three-Year Institutional Goals, and Develops President's Goals
    - Committee
    - December 4, 2015
    - 9:00-11:00

**Budgeting Cycle**

18. Establish FY 2017 Revenue Budget:
    a) Review Comparative Tuition, Room and Board Rates and Establish Proposed Rates for 2016-2017
    - C. Mann
    - January 22, 2016
    - 9:00-11:00
    b) Establish Tuition Revenue Consistent with Three-Year Planning Goals (See Planning Cycle - Line 14)
    - Committee
    - February 5, 2016
    - 9:00-11:00
    c) Establish Room and Board Revenue Consistent with Three-Year Planning Goals (See Planning Cycle - Line 14)
    - Committee
    - February 5, 2016
    - 9:00-11:00
    d) Establish Contribution Revenue Consistent with Three-Year Planning Goals (See Planning Cycle - Line 14)
    - N. Gillece
    - February 5, 2016
    - 9:00-11:00
    e) Establish Other Revenue Goals
    - T. Pollak
    - February 5, 2016
    - 9:00-11:00

19. Establish FY 2017 Expense Budget:
    a) Review KAP Forms and Assign Funding Priorities
    - Division Vice Presidents
    - February 19, 2016
    - 9:00-11:00
    b) Establish FY 2017 Funding Needs Based on Three-Year Strategy for Program Investments
    - (See Planning Cycle - Line 15)
    - Committee
    - February 19, 2016
    - 9:00-11:00
    c) Identify Budget Reallocation Opportunities (See Planning Cycle - Lines 8 and 9)
    - Committee
    - February 19, 2016
    - 9:00-11:00

20. Review FY 2017 Budget Model Based on Funding Priorities and Reallocation Decisions
    - T. Pollak
    - March 18, 2016
    - 9:00-11:00

21. Review Three-Year Budget Model Based on Institutional Goals (See Planning Cycle - Item 16)
    - T. Pollak
    - March 18, 2016
    - 9:00-11:00

22. Review FY 2017 Capital Budget
    - C. Mann
    - April 1, 2016
    - 9:00-11:00

23. Review AAUP Salary Data and Staff Compensation Data
    - C. Emory & C. Wuenschel
    - April 1, 2016
    - 9:00-11:00

24. Finalize FY 2017 Operating and Capital Budgets for Submission to the President
    - Committee
    - April 1, 2016
    - 9:00-11:00

25. Assess 2015-2016 Planning and Budgeting Process
    - C. Emory
    - April 22, 2016
    - 9:00-11:00