



COLLEGE POLICY

Policy Name: Budget Development and Monitoring	Policy Number: CP 3.13
Board Policy Reference: n/a	Approvals: President 11/16/09
Applicable WAC/RCW: n/a	

Budget Development and Monitoring

The College shall establish procedures to develop College budgets and clearly identify the individuals responsible for budget development and administration. Annual College budgets shall be tied to the College's Strategic Plan, Strategic Enrollment Management Plan, Facilities Maintenance Plan and Equipment Replacement Plan. It shall be the responsibility of the college President to recommend a budget to the Board of Trustees each year. The President or designee shall provide the Board of Trustees with a quarterly budget report comparing budgeted to actual revenue and expense. The Finance Office shall be responsible for the development of College budget procedures.