



**Wharton County
Junior College**

**Proposed Agenda Item
Board of Trustees Meeting**

Complete this form and submit it to the Office of the President by noon on Friday, 11 days prior to the Tuesday evening meeting of the Board of Trustees. If this form does not provide enough space, you may use an expanded version *as long as you follow the format specified below.*

Date of Board Meeting: 06/19/18

Date of this Proposal: 06/06/18

SUBJECT: Information Item – FY19 Budget Schedule

RECOMMENDATION: Receive FY19 Budget Schedule.

BACKGROUND/RATIONALE: Attached please find a copy of the FY19 Budget Schedule.

Estimated Cost and Budgetary Support (how will this be paid for?): N/A

RESOURCE PERSON(S) [name(s) and title(s)]:
Betty A. McCrohan, President
Bryce D. Kocian, Vice President of Administrative Services

SIGNATURES:

B. Kocian
Originator

6/7/18
Date

B. Kocian
Cabinet-Level Supervisor

6/7/18
Date

PRESIDENT'S APPROVAL:

Betty A. McCrohan

6-7-18



Wharton County Junior College

911 Boling Highway • Wharton, Texas 77488 • (979) 532-4560

Fiscal Year 2019 Budget Schedule

April 9, 2018

Everyone e-mail sent informing WCJC employees of budget procedures

April 9 – April 30, 2018

Department submissions of requests for budget increases

May 1 – May 30, 2018

Vice President of Administrative Services prepares budget documentation to present to Budget Committee (President and Vice Presidents).

May 31, 2018

Vice President of Administrative Services presents 1st draft of the budget to the Budget Committee.

June 1 – July 16, 2018

Budget committee meets to consider requests for budget increases. If needed, hearings with budget authorities to discuss requests for budget increases.

July 17, 2018

Board of Trustee Budget Workshop

July 18 – August 20, 2018

Vice President of Administrative Services input of additions/corrections and Budget committee meetings to discuss changes to proposed budget

August 21, 2018

Public Hearing on the Proposed Budget 6:00 p.m.

Approval of Proposed Budget during the Regular Board of Trustee meeting

August 22 – August 31, 2018

Vice President of Administrative Services and the IT Department finalize the loading of the approved budget into the Banner system.