AGENDA
FY27 Budget Updates – 02/19/26

Opening Remarks –   There was a security access error with the FB lookup on the worksheet. It has been corrected by adding the lookup spreadsheet in your folders.

DBA/CBA meetings will finish up on Monday. If you cannot finish keying into Hyperion by end of day Friday, 02/28, please contact the Budget Office early.

A Check totals' spreadsheet has been placed in your budget folders for 2064, 2164 & 2165.

Review

- Please budget 2064, 2164, & 2165 the same as FY2026. Total dollars budgeted in FY27 may not exceed the amount budgeted in FY26.
- Budget whole dollars only – round up to next whole dollar
- If Hyperion refigures and hourly salary higher – keep the Hyperion amount. Difference is the HRIS figures on 2080 hours vs. Hyperion's 2088.
- Soon as all salary/position are input to Hyperion, the PBO will calculate and add fringes and longevity.
- BWS27 (Budget Work Sheets). Once the spreadsheet is finalized, please print it and have VP, AVP or Dean sign. Then upload signed pdf to your TEAMS folder. After meeting with Mitch & Georgeann please enter your budget into Hyperion. Please try to finish by Wednesday 2/25/26.
- Un-funded vacancies – all areas have their list of vacancies that are not funded in the FY26. These vacant positions will be deactivated. If an unfunded position is currently filled, department may submit a funded vacant position to swap (deactivate). If the position is critical to you operation and you have available funds, submit your request to me and I will discuss it with Mr. Hanson.
- Yearend sweeps for some fund codes are still in discussion. For funds 1051, 1052, 2064 and 2077, all surplus funds will be swept at FY26 yearend to replenish reserves.

Needs Assessment

- Working on fringes and longevity
- Review IDC & Endowment
- Review fund 5 & 7 projections

Upcoming Hyperion Dates

- 2/13/26 Begin entry for FY27 budget into Hyperion
- 2/27/26 Last day for departments to entry FY27 budget into Hyperion
- 3/2/26 PBO starts balancing campus

Questions from Group -