

## 27.03 Annual Operating Budget Process

Approved February 27, 1995 (MO 44-95)  
Revised September 26, 1997 (MO 181-97)  
Revised September 23, 1999 (MO 226-1999)  
Revised July 27, 2007 (MO 162-2007)  
Revised August 1, 2008 (MO 237-2008)  
Revised August 8, 2013 (MO 192-2013)  
Next Scheduled Review: August 8, 2018



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### Policy Statement

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The Board of Regents (board) of The Texas A&M University System (system) is responsible for approving annually, on or before September 1, an itemized budget covering the operations of each system member for the fiscal year beginning September 1.

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### Reason for the Policy

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This policy provides a description of the development and approval process for the annual operating budget.

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### Procedures and Responsibilities

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1. The board shall approve annually, upon the recommendation of the chancellor, guidelines for the preparation of annual operating budgets for the system, including a proposed schedule for the development, review and approval by the board.
2. The chancellor, along with the vice chancellor for agriculture and life sciences, the vice chancellor for engineering and system member chief executive officers, shall establish a plan for involvement of the board in the development of budgets.
3. The board shall review the recommended operating budgets in summary form, in a format prescribed by the finance committee. In presenting the budgets for board approval, the chancellor shall demonstrate that the operating budgets:
  - are in compliance with the board-approved guidelines;
  - support the accomplishment of system missions, goals and objectives consistent with strategic plans;
  - represent sound fiduciary management of system resources; and
  - have been prepared within the limits of available resources.

Detailed operating budgets will be furnished to board members on request, and copies of the executive budget summaries will be available in the board office. Both are available online at the System Office of Budgets and Accounting website.

4. For member universities, a copy of the approved faculty academic workload policy shall be included in the annual operating budget.

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## **Related Statutes, Policies, or Requirements**

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[Tex. Educ. Code § 51.0051](#)

[System Policy 27.04, Budget Authorizations, Limitations, and Delegations of Authority](#)

[System Regulation 27.04.01, Chancellor's Delegations of Authority Related to Budget and Fiscal Changes](#)

[Operating Budgets and Summaries](#)

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## **Member Rule Requirements**

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A rule is not required to supplement this policy.

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## **Contact Office**

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System Office of Budgets and Accounting  
(979) 458-6100