

## **RCM Implementation in COLSA**

The College of Life Sciences and Agriculture is a Responsibility Center under RCM. Tuition and fees, the state appropriation, University fund allocation and indirect cost returns are the primary sources of revenue for the College. Salaries and benefits, financial aid and University assessment are the primary expenses, accounting for all but \$1.9 million dollars of the College's \$32 million dollar budget.

Budget information is available to all faculty and staff College-wide. Presentations on the budget and RCM are made to faculty, in department quarterly finance meetings and to the Executive Committee. Monthly financial reports are posted to Blackboard.

Budget planning begins with the Dean and Director of Finance setting target figures for the college's overall revenues minus expense. Each department then submits a budget proposal across four primary categories; 1) instructional needs including temporary instruction & teaching equipment, 2) teaching assistantships, 3) departmental operations and 4) equipment replacement/transfers to plant for future replacement. In each category the Director of Finance reviews the request in consultation with the department chair and Dean for reasonableness and fairness across all budgetary units. The Associate Dean reviews all temporary instructional requests and submits his/her final recommendations to the Dean for approval. Once all budget requests are finalized, the Director of Finance will summarize the overall college budget, including all other budget items such as tuition, financial aid, salaries and fringe, for the Executive Committee with final approval from the Dean.

Proposals for status (faculty/staff) positions, either replacements or new hiring, are discussed between the department chair and Dean, where the Dean has final approval. For faculty positions, the Dean will consult and seek approval from the Provost as necessary.