

## Executive Summary

Q: A brief recap or highlights of the entire program review document. (500 words or less)

- Highlight major strengths and weakness.
- Highlight areas for improvement over the next 3-6 years.

### Response:

The primary purpose of the Valley College Budget Office is to provide assistance and support to College Divisions and leadership in the development of operating budgets that link resources with the College's strategic objectives consistent with the financial and planning policies of the College. The Budget Office is a service provider that is dedicated to partnering with academic and administrative units by providing the approaches, tools, and knowledge required for sound fiscal management.

The CBO Facilitates the following:

Developing annual operating budgets

Monitoring changes to these budgets with emphasis on maintaining good fiscal management with reasonable controls

Enforcing policy decisions regarding use of funds

Providing reports and data to assist management in making sound fiscal decisions

Provide resource review and related analyses to various areas.

Coordinates campus budget activities and serves as the primary office for institutional budgetary communications.

Some of the weaknesses have been unprecedented budget management restrictions and challenges in reporting and information gathering due to new management, communication with Academic Affairs and district requirements to grow FTES numbers and the FON that effect the budget dramatically. Some of the strengths include the creation of the budget Office website in 2009 as a communication tool and to disseminate information to the college community. Since its launch, several LACCD campuses have modeled their websites after Valley's website. The creation of the new Enrollment Management group/Budget team which creates dialog with Academic Affairs and the budget office team related to the offerings, budget and any other issues as they arise.

## Participants

Q: Please indicate the individuals that participated in the completion of this program review.

### Response:

## Validation & Feedback

### Validation Comments for Program

Q:

### Response:

okay

### Comments for Review Committees

Q:

### Response:

