

Finance Council																			
Decision Matrix																			
		Finance Council	Departments/Divisions	Unions/MC	ASLCC	ORS/ State Board/OCCWD	Auditors	College Council	Budget Office / College Finance	VP OISS	* VP CO/Budget Officer	* VP CO / Custodian of Funds	President	Board	Budget Committee				
<b>FISCAL PLANNING</b>																			
<b>1</b>	<b>Financial Philosophy</b>																		
a	Financial Model (e.g., centralized or distributed?)	R	CA			Con	CA	CE	CA	CA		CA	AR	A	I				
b	<b>Budget Model</b>	R	IP			Con	I	CE	CA	CA	IP		AR	A	I				
<b>2</b>	<b>Financial Policies</b>																		
a	Polices for cash handling, investment management, credit, travel reimbursement, etc.	R	CA			Con	CE / CA	I	N/C A	IP		N / AR	A	I					
<b>3</b>	<b>Financial Strategies</b>																		
a	Develop financial strategies that support the strategic directions and goals of Lane	R	CA			Con		R	CA	CA		N / CA	A	A	IP				
<b>4</b>	<b>Long range fiscal planning</b>																		
a	Long-range forecasting (revenues & expenditures)	AR	CA			CA	CE	I	N	IP	AR		A	IP	IP				
b	Plan to implement long-range financial strategies	R	CA			Con		R	N / CA	CA		CE	AR	A	IP				
<b>5</b>	<b>Review Annual Audit Report</b>	R	I				CA	I	N / CA	I	AR		AR	A	IP				
<b>KEY</b>																			
A	Approve/Override																		
AR	Approve & refer																		
CA	Consult (advise throughout process)																		
CE	Consult (evaluate at end of process)																		
Con	Legal, contractual, Board policy, GAAP																		
I	Inform (after decision)																		
IP	Inform planning (before decision)																		
N	Initiate, prepare, analyze																		
R	Recommend																		
*	<i>Budget Officer and Custodian of Funds are two separate legally prescribed roles. At Lane, the VP for College Operations serves in both capacities.</i>																		

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<b>BUDGET DEVELOPMENT</b>																			
<b>1</b>	<b>Budget Policies</b>																		
a	Develop budget policies (e.g., EFB, debt levels, balanced budget)	R	IP			Con	CA	I	N/C A	IP	AR		A	A	IP				
<b>2</b>	<b>Process for budget development</b>																		
a	Assess prior year process	R	CA					AR	CA	CA	CA		A	I	I				
b	Develop current year process	R	CA					AR	CA	CA	CA		A	IP	IP				
<b>3</b>	<b>Assumptions/Criteria/Priorities</b>																		
a	Develop assumptions for short-range revenue & expenditure forecasts	CA				CON		AR	N/R	IP	CA		AR	A	IP/ CA				
b	Develop criteria for budget allocations	CA				CON		R		CA	CA		A	C O N/ IP	I				
c	Assess major strategic department initiatives before annual budget package is developed	CA	CA					AR		CA	CA		N/A	IP	IP				
<b>4</b>	<b>Evaluate/assess adopted budget, projections, assumptions</b>	AR	CA			Con		CA	CA	CA	CA		CA	I	I				