



<u>Date</u>	<u>Action Item</u>
<input type="checkbox"/> December 15, 2010	HFS - CTS completes Capital Replacement interviews with Departments
<input type="checkbox"/> December 28, 2011	Rubix BI Go-Live (Summary Level Data)
<input type="checkbox"/> December 30, 2010	CFS notifies departments on the timing of the FY '12 Operating Budgeting Process and begins rolling out the FY '12 Capital Budgeting Process
<input type="checkbox"/> December 30, 2010	CTS final capital replacement list to HFS
<input type="checkbox"/> January 3, 2011	Volume projections begin; FPP volume to departments
<input type="checkbox"/> January 3, 2011	HFS notifies departments on the roll out of the FY '12 Capital and Operating Budgeting Processes.
<input type="checkbox"/> January 5, 2010	CFS FY '12 Capital Budget begins – Rubix open for capital input
<input type="checkbox"/> January 5, 2010	CFS Group and Individual Training on FY '12 University Capital Budget Process begins
<input type="checkbox"/> January 5, 2011	CFS Capital walk-in training sessions begin
<input type="checkbox"/> January 5, 2011	CFS Rubix Capital Budget Training 9:30am-11:30am in BICC 123
<input type="checkbox"/> January 7, 2011	CFS Rubix Capital Budget Training 1pm-3pm in BICC 122
<input type="checkbox"/> January 11, 2011	CFS Rubix Capital Budget Training 3pm-5pm in BICC 123
<input type="checkbox"/> January 12, 2011	CFS Rubix Capital Budget Training 3pm-5pm in BICC 123
<input type="checkbox"/> January 13, 2011	Rubix BI Go-Live (Transaction Level Data)
<input type="checkbox"/> January 14, 2011	CFS Rubix Capital Budget Training 3pm-5pm in BICC 123
<input type="checkbox"/> January 18, 2011	CFS Rubix Capital Budget Training 9am-11am in BICC 122
<input type="checkbox"/> January 31, 2011	OHSU Finance & Audit Committee Meeting
<input type="checkbox"/> January 31, 2011	Finalized volume projections due to FPP
<input type="checkbox"/> January 31, 2011	Hospital Capital equipment/project requests and ROI due to HFS
<input type="checkbox"/> February 4, 2011	HFS to give capital list to Fac., ITG, and Clinical Engineering for review
<input type="checkbox"/> February 16, 2011	CFS Rubix Operating Budget Training 1pm-3pm in BICC 122
<input type="checkbox"/> February 16, 2011	OHSU Board of Directors Meeting
<input type="checkbox"/> February 18, 2011	HFS to receive capital list back from Fac., ITG and Clinical Engineering



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| <input type="checkbox"/> | February 18, 2011 | Volume assumptions finalized - Hospital and FPP |
| <input type="checkbox"/> | February 22, 2011 | HFS Capital Binder Assembly to begin |
| <input type="checkbox"/> | February 23, 2011 | CFS Rubix Operating Budget Training 1pm-3pm in BICC 122 |
| <input type="checkbox"/> | February 25, 2011 | University Capital equipment/project requests and ROI due to CFS |
| <input type="checkbox"/> | February 28, 2011 | CFS Capital Binder Assembly to begin |
| <input type="checkbox"/> | March 1, 2011 | CFS FY12 Operating Budget begins – Rubix open for operating input |
| <input type="checkbox"/> | March 3, 2011 | HFS to deliver packets to the Capital Council |
| <input type="checkbox"/> | March 7, 2011 | CFS Rubix Operating Budget Training 9am-11am in BICC 122 |
| <input type="checkbox"/> | March 7, 2011 | Draft Budget Plan from CFS to ELT and Finance Officers |
| <input type="checkbox"/> | March 11, 2011 | HFS initial Internal Arrangement Communication |
| <input type="checkbox"/> | March 11, 2011 | Hospital Capital Council |
| <input type="checkbox"/> | March 11, 2011 | Department director review begins |
| <input type="checkbox"/> | March 14, 2011 | CFS Operating Budget Drop-In Session 1pm-5pm in ADP 201 |
| <input type="checkbox"/> | March 15, 2011 | CFS Rubix Operating Budget Training 9am-11am in BICC 122 |
| <input type="checkbox"/> | March 16, 2011 | CFS Rubix Operating Budget Training 1:30pm-3:30pm in BICC 122 |
| <input type="checkbox"/> | March 17, 2011 | CFS Rubix Operating Budget Training 1pm-3pm in BICC 122 |
| <input type="checkbox"/> | March 18, 2011 | CFS Rubix Operating Budget Training 9am-11am in BICC 122 |
| <input type="checkbox"/> | March 18, 2011 | HFS - Capital voting sheets are due to HFS |
| <input type="checkbox"/> | March 23, 2011 | CFS Rubix Operating Budget Training 1pm-3pm in BICC 122 |
| <input type="checkbox"/> | March 24, 2011 | CFS Operating Budget Drop-In Session 9am-12pm in MQ 260 |
| <input type="checkbox"/> | March 25, 2011 | Finance & Audit Committee – mailing |
| <input type="checkbox"/> | March 30, 2011 | CFS Rubix Operating Budget Training 1pm-3pm in BICC 122 |
| <input type="checkbox"/> | March 31, 2011 | CFS Operating Budget Drop-In Session 9am-12pm in MQ 260 |
| <input type="checkbox"/> | March 31, 2011 | Department director review ends |
| <input type="checkbox"/> | April 1, 2011 | Hospital Budgets due to Administrators |



- April 4, 2011 CFS Operating Budget Drop-In Session 2pm-5pm
- April 4, 2011 OHSU Finance & Audit Committee meeting
- April 4, 2011 AHA budget review begins
- April 5, 2011 CFS Rubix Operating Budget Training 1:30pm-3:30pm in BICC 122
- April 5, 2011 OHSU Board of Directors – mailing
- April 6, 2011 CFS Rubix Operating Budget Training 9am-11am in BICC 122
- April 7, 2011 CFS Rubix Operating Budget Training 1:30pm-3:30pm in BICC 122
- April 8, 2011 HFS to load approved capital projects into operating budget
- April 11, 2011 CFS to deliver packets to Capital Allocation Committee
- April 11, 2011 CAC Meetings - University Capital Review begins
- April 11, 2011 Review Sessions with Finance Officers begin
- April 11, 2011 CFS Operating Budget Drop-In Session 9am-12pm in Marquam Plaza 235
- April 13, 2011 OHSU Board of Directors meeting
- April 13, 2011 CFS Operating Budget Drop-In Session 9am-12pm in Marquam Plaza 235
- April 14, 2011 CFS Operating Budget Drop-In Session 9am-12pm in Marquam Plaza 235
- April 15, 2011 University Operating Budget Target to ELT members**
- April 15, 2011 HFS second Internal Arrangement Communication on an IA changes
- April 15, 2011 Operating budgets due to Hospital and SOM
- April 18, 2011 Admin budget review begins
- April 18, 2011 CFS Operating Budget Drop-In Session 2pm-5pm in Marquam Plaza 235
- April 21, 2011 CFS Operating Budget Drop-In Session 2pm-5pm in Marquam Plaza 235
- April 22, 2011 CFS Operating Budget Drop-In Session 9am-12pm in Marquam Plaza 235
- April 25, 2011 CFS Operating Budget Drop-In Session 9am-12pm in Marquam Plaza 235
- April 27, 2011 CFS Operating Budget Drop-In Session 9am-12pm in Marquam Plaza 235
- April 28, 2011 CFS Operating Budget Drop-In Session 9am-12pm in Marquam Plaza 235



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| <input type="checkbox"/> | May 2, 2011 | CFS Operating Budget Drop-In Session 9am-12pm in Marquam Plaza 235 |
| <input type="checkbox"/> | May 3, 2011 | CFS Operating Budget Drop-In Session 1pm-4pm in Marquam Plaza 235 |
| <input type="checkbox"/> | May 5, 2011 | CFS Operating Budget Drop-In Session 1pm-4pm in Marquam Plaza 235 |
| <input type="checkbox"/> | May 6, 2011 | Capital Budget is finalized by the University |
| <input type="checkbox"/> | May 10, 2011 | Final Budget Plan due to CFS |
| <input type="checkbox"/> | May 10, 2011 | CFS Operating Budget Drop-In Session 9am-12pm in Marquam Plaza 235 |
| <input type="checkbox"/> | May 11, 2011 | CFS Operating Budget Drop-In Session 9am-12pm in Marquam Plaza 235 |
| <input type="checkbox"/> | May 12, 2011 | CFS Operating Budget Drop-In Session 1pm-4pm in Marquam Plaza 235 |
| <input type="checkbox"/> | May 13, 2011 | HFS Budget gap closed |
| <input type="checkbox"/> | May 16, 2011 | Finance & Audit Committee – mailing |
| <input type="checkbox"/> | May 20, 2011 | University Operating budgets due to VPs & Deans |
| <input type="checkbox"/> | May 23, 2011 | Finance & Audit Committee Meeting |
| <input type="checkbox"/> | May 27, 2011 | University Operating Budgets are due to CFS
(Includes submissions for University, and Foundation) |
| <input type="checkbox"/> | June 6, 2011 | University Draft Budget presented to CFO |
| <input type="checkbox"/> | June 10, 2011 | Finance & Audit Committee – mailing |
| <input type="checkbox"/> | June 13, 2011 | Budgets to depts. for review |
| <input type="checkbox"/> | June 20, 2011 | Final FY '12 Budget presented to Finance & Audit Committee at Meeting |
| <input type="checkbox"/> | June 22, 2011 | OHSU Board of Directors – mailing |
| <input type="checkbox"/> | June 22, 2011 | Final budget review due to HFS |
| <input type="checkbox"/> | June 30, 2011 | FY '12 Budget presented at OHSU Board of Directors Meeting |
| <input type="checkbox"/> | June 30, 2011 | Capital and Operating Budgets loaded into Oracle (HFS & CFS) |