

**Cochise College
Administrative Policy**

Category: Fiscal Management

Policy Number: 2002

Title: Budget Preparation and Adoption

The College President shall prepare the annual budget to include estimates of income and expenditures for the operation of the College, capital expenses, debt retirement, auxiliary services and student activities.

The President shall present proposed budgets to the Governing Board no later than the first meeting in May. The Governing Board shall adopt the annual budget no later than June 20, as provided by statute.