

**AIKEN TECHNICAL COLLEGE
PROCEDURE**

Procedure Title:	PLANNING AND BUDGETING PROCESS	Procedure Number:	1-3-119.1
Institutional Authority:	Chief Business Officer		
Associated SBTCE Policy/Procedure:			
Governing ATC Policy:	1-3-119		

Approved: 
President


Chief Business Officer

Date
Adopted: 07/01/2004
Date
Revised: 12/12/2022

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

Planning

Strategic planning, annual planning, and assessment are integral components of the College's institutional effectiveness process. The College will adhere to the strategic and annual plan goals, objectives, and assessment results.

Budgeting

Resource allocation is an integral component of the College's institutional effectiveness process. The College will adhere to the guidelines and timetables contained in the Aiken Technical College Budget Guide. The Budget Guide is updated on an annual basis.