

Executive Budget Management Reports

Executive Budget Management (eReports)

Faculty/Staff Services

Highlander Pipeline / Faculty/Staff Services

Banner Administrative Servi...

- **Self Service Banner (SSB)** - by Ellucian
- **Banner 9 Administrative Pages** - by Ellucian **
Getting Started with Banner 9 [[PDF](#), [VIDEO](#)] | [more info..](#)
- **Banner Communication Management** - by Ellucian
- **Slate** - Admissions CRM
- **Banner Relationship Management (BRM)** - by Ellucian
- Internet Native Banner (INB) is no longer available.
Please use **Banner 9 Administrative Pages** instead.

** VPN required when off-campus

Finance Services













- **Highlander eMerchant** - by Unimarket
- **Travel Reservation** - by Anthony Travel
- **Travel & Expense Reporting** - by Chrome River
- **Executive Budget Management**
- **Finance Division Web Site**
- Quick Links for Reqs & POs
 - **Check available balance**

Grant Alerts

- Within the Faculty/Staff Services Tab within the pipeline, select Executive Budget Management under Financial Services

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NJIT eReport

	Name	Description
	Parent Directory	
	Budget_Reports/	BUDGET REPORTS FOLDER
	EL1_PRESIDENT/	EL1-PRESIDENT'S AREA
	EL2_PROVOST/	EL2-PROVOST AND ACADEMIC AFFAIRS
	EL3_DEAN_OF_STUDENTS/	EL3-DEAN OF STUDENTS
	EL4_SVP_FIN_CFO/	EL4-SR VP FOR FINANCE AND CFO
	EL5_VP_HR/	EL5-VICE PRESIDENT HUMAN RESOURCES
	EL6_VP_DEV_ALUM_REL/	EL6-VP DEVELOPMENT & ALUMNI RELATIONS
	EL7_SVP_TECH_BUS_DEV/	EL7-SR VP TECH & BUSINESS DEVELOPMENT
	EL8_VP_CAPITAL/	EL8-VP REAL ESTATE DEV AND CAPITAL OPS
	EL9_UNIV_WIDE/	EL9-UNIVERSITY WIDE
	Projects/	ADHOC PROJECTS BY FUNCTIONAL AREA

- Within the portal, select your executive level
- You will only have access to view your respective area

Executive Budget Management (eReports)




NJIT eReport

	<u>Name</u>	<u>Description</u>
	<u>Parent Directory</u>	
	<u>Budget_Reports/</u>	BUDGET REPORTS FOLDER
	<u>DIV40_SVP_FIN_CFO/</u>	DIV40-SR VP FOR FINANCE AND CFO
	<u>DIV41_AVP_ACCTNG_TREASURY/</u>	DIV41-AVP ACCOUNTING AND TREASURY

- Select your respective division
- You will only have access to EL's/DIV's based on your Banner Org security

Executive Budget Management (eReports)

NJIT eReport

	<u>Name</u>	<u>Description</u>
	<u>Parent Directory.</u>	
	<u>EL4_SVP_FIN_CFO_ALL_ACCOUNT.pdf</u>	EL4-SR VP FOR FINANCE AND CFO
	<u>EL4_SVP_FIN_CFO_ALL_INDEX.pdf</u>	EL4-SR VP FOR FINANCE AND CFO
	<u>EL4_SVP_FIN_CFO_ALL_SUMMARY.pdf</u>	EL4-SR VP FOR FINANCE AND CFO

- You will have the ability to view your areas budget at various levels, such as by account, index or a roll-up summary level

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Account Category	Account Major Grouping	FY2020 Commitments	FY2021 Budget	FY2021 YTD Actual	FY2021 Encumbrances	FY2021 Reservations	FY2021 Balance Available
1-Personnel	61600-Administration Salaries	4,414,043	4,391,333	866,507	3,516,475	0	8,351
	61700-Staff Salaries	651,177	761,005	131,419	564,573	0	65,013
	61800-Hourly, Temporary and Overtime	9,295	0	0	0	0	0
	61900-Student Workers - Non union	18,554	9,360	0	0	0	9,360
	65-Benefits	2,318,003	2,594,796	500,872	2,056,848	0	37,075
1-Personnel		7,411,072	7,756,494	1,498,798	6,137,896	0	119,800
2-Non-Personnel	71-Equipment	61,664	34,966	7,340	4,276	0	23,350
	72-Utilities	20,119	25,115	5,950	0	0	19,165
	73-Supplies	14,624	5,718	16	825	0	4,877
	74-Travel, Meals, Meetings, Registratn	9,516	1,600	134	0	0	1,466
	75-Other Major Operating Expenses	1,298,352	976,345	19,201	422,794	0	534,350
	7C-Budget Reserves	0	(9,596)	0	0	0	(9,596)
2-Non-Personnel		1,404,275	1,034,148	32,641	427,895	0	573,612
4-Transfers	81-Transfers	0	(335,573)	0	0	0	(335,573)
4-Transfers		0	(335,573)	0	0	0	(335,573)
Summary		8,815,346	8,455,069	1,531,438	6,565,791	0	357,840

- All reports levels (account, index or summary) will offer the same format showing the prior Fiscal year yearend commitments, current year budget, year to date actuals, encumbrances and budget balance available