

**Budget and Planning Committee**  
**January 17, 2018**  
**Minutes**

Present: Cody Stoddard, Sathy Rajendran, Aimée Quinn, Kathy Whitcomb, Paul Knepper, Stephen Stein, George Drake, Ian Loverro, Ken Smith, Michael Young, Lad Holden, Kathy Temple, Duane Dowd, and Jim Johnson

Absent: None

Guest(s): None

Meeting was called to order at 10:02 a.m.

Agenda approved as presented.

Aimée moved to approve the January 3, 2018 minutes. Paul seconded, and the minutes were approved as presented

Budget Executive Committee (BEC) - Ken gave a report on discussion at the BEC meeting. One discussion was around the purpose of the efficiency targets. There was discussion on real efficiencies and not just unfilled vacant positions that are absorbed. Ken reported that Administrative staffing has increased 40%, faculty have increased 13% and classified staff have decreased. Cody talked about the computer refresh program. Andreas Bohman will be coming to a future Senate meeting to get feedback. Dean Englund has made some RCM model recommendations that Cody will send to the committee. The recommendations dealt with student credit hours (SCH), efficiency target changes, etc. There was a request made that Joel start to model some of these recommendations. BEC will be meeting every two weeks. There was a request from BPC that the BEC meetings be recorded.

Budget Allocations Committee – George reported that the committee is working on how score presentations from budget owners. A questionnaire on how fill things out has been sent out. A couple of the questions are: How departments can pay for things within the division and not just within their own resources. What benefit to the college does this present? Is there a return on investment? Does it help recruitment and retention? The next meeting is tomorrow afternoon in Barge.

Space and Equipment Committee – This committee met yesterday. They reviewed a space process. The committee talked about instructional the technology fund \$500,000 proposal, \$50,000 from one department and recommended that to BEC. Recommended to BEC a \$100,000 equipment proposal from Distant Education. Dean Englund recommended that instead going by owned spaces, that it be allocated on RCM percentages. This is a proposal made to BEC as well. Sathy will be taking to this proposal to ADCO to get their recommendations. CAH would save 3% and CB would go to 13% from 2%.

#### Sub-Committees

Feedback - Kathy T and Aimée showed the feedback questions. Ken suggested that these questions might be too broad. Kathy T indicated that the subgroup is trying to find the stories. Was suggested that this questionnaire go to just to the chairs and senators.

Overhead - Ken provided out some handouts. The Excel sheet was handed out at BEC. Committee discussed some of the information. There was a suggestion for wanting a 50-50 budget.

College Budget Committee - Ian reported that CEPS has been focused on \$1.2 million goods and services. How much do we need for salaries? How much does this committee have for strategic initiatives and no one can seem to answer this? Best guess CEPS is \$300,000 deficient but has \$600,000 carry forward.

Message consistency sub-committee yielded their time to get to other items on the agenda.

Discussion of issues from BEC

Kathy W expressed a concern regarding the mission of the university and harm to students. Not all courses are taught the same and caps are different. Kathy W suggested modeling to see what, if any, difference there would be to CAH is Music was its own school subvented by the Provost.

Recorded BEC recommendation: Discussed the pros and cons for recording a meeting.

Extra meeting on January 31st. Maybe dedicate to two topics: General Education and 50-50 recommendation.

General Education – General Education Implementation Task Force (GEITF) has voted to recommend that the implementation for General Education be moved to Fall 2019. Eric Cheney made a brief comment about this at the Senate meeting. The General Education motions will be divided into implementation and program. Does the committee want to be more proactive to make decisions and if so where do we start? There was a suggestion there is normally a paid faculty member to implement General Education and a couple of assistants. Need to have the benchmarks and staff to start planning and doing this a strategic way. Ian suggested that administration kick start the funds to offer these courses. At the GEITF meeting it was talked about that when faculty started with designing the General Education program and populating courses, there was supposed to be no thought to RCM and no thought to implementation costs.

Meeting was adjourned at 11:59 a.m.