Budget and Finance Committee
Tuesday, January 21, 2014
1:00 – 3:00 p.m.
Barge 412
MINUTES

EX-OFFICIO MEMBERS PRESENT: G. Clark, C. Williams, S. Harris (representing J. DePaepe), S. Baird, M. Cziske, J. Wittman, E. Cheney, M. Bouillon

APPOINTED MEMBERS PRESENT: L. Euster, V. Henry, M. Palm, S. Thompson, J. Swiney, R. Byham, C. Huss, S. Jonassen, P. Cutright

ABSENT: K. Young, J. Klucking, R. DeShields

GUESTS: Sarah Swager

AGENDA
1. Action Item – Approval of December 17, 2013 Minutes. Minutes approved after amended; Jacob Wittman was absent from meeting and listed as present.

2. Informational Item – George Clark provided a budget update/overview. Enrollment is on track. We are waiting to see if the state will provide assistance next year or if we will need to increase tuition. In the next six months we will work to refine RCM for implementation.

3. Action Item – Sharon Jonassen presented the S&A Supplemental Fee requests – Patricia Cutright made the motion to approve the S&A Supplement Fee Requests. Matt Cziske seconded. Motion carried. Three requests were made; 1) a one time increase for one–time mandatory pay increases for classified staff in the amount of $32,409.50, 2) increase the base budget for the quadrennial budget cycle to accommodate the increase to the minimum wage approved by the Washington State Legislature in the amount of $14,143.23, and 3) supplemental funds were approved for the Cross Cultural Leadership program for 11 students to travel to El Salvador to participate in service learning projects for $9,900. The supplemental request was approved for $9,900. The total base budget funds were approved for $46,552.73 to be recommended to the Board of trustees at the February 7, 2014 meeting.

4. Action Item – Connie Williams provided information on a new policy request, CWUP 2–10–200 Reporting of Financial Irregularities. This policy will be tabled until the February meeting. The committee will be provided with a copy for review.

Meeting adjourned at 2:20 p.m.