Budget and Finance Committee  
Tuesday, September 16, 2014  
1:00 – 3:00 p.m.  
Barge 412  
MINUTES


ABSENT: K. Young, N. Shuey

GUEST: Sarah Swager, Adrian Naranjo, Traci Klein, Todd Shiver, Tamara Wolford, Natalie Lupton and Laura Portolese Dias

AGENDA
1. Informational Item – George Clark welcomed the new members and introductions were made by all members.


3. Informational Item – Patricia Cutright with the assistance of Richard DeShields explained Roberts Rules to the committee.

4. Informational Item – The FY15 schedule of activities was provided to the committee for review. This is just a working guide. If anyone would like to submit suggested changes/additions, they are to send them to Rhonda.

5. Information Item – George Clark provided an update on the FY15 budget. President Gaudino will be sending out a memo asking divisions to take a 5%–10% budget reduction. A full report will be provided to the BOT at the December meeting.

6. Information Item – Shelly Baird discussed the FY15 Capital and Construction Budget. A binder was reviewed by committee members. The Operating budget is at the printer. We will be asking for additional funding for electrical and bargaining agreements.

7. Action Item – Fee Requests
a. Adrian Naranjo presented a 1% A/R collecting cost fee. To comply with Washington State Admin and Accounting Manual (SAAM 85.54.50.C) effective June 1, 2014, CWU will now charge a 1% simple interest charge on past due accounts. Patricia Cutright made the motion. Matt Cziske seconded. Motion carried.

b. Tamara Wolford presented three fees to be removed:
   
i. Teacher Certificate Fee, $68 – fee will be collected by OSPI directly
   
ii. Online Section PE 334
   
iii. Online Section GEOL 107
   
Richard DeShields made the motion. James Avey seconded. Motion carried.

8. Information/Action – Tuition Waivers

a. John Swiney presented the Graduate Tuition Fellowships as an informational item. He provided the committee with a revised copies; Non-Resident Grad Only has been added.

b. The Music Department requested a $35,000 biennium Festival Winners Waiver. They will award $17,500 per year. Richard DeShields made the motion. Ashley Crawford seconded. Motion carried

c. ITAM received $30,000 from the STEM supplemental state funding to be used specifically for tuition waivers. They made the request to award seven $1,000 renewable, need-based waivers in the junior and senior academic years, total $14,000 and eight $2,000 waivers to be awarded to students entering the new Master of Science in ITAM in the IT specialization, total $16,000. James DePaeppe made the motion. Melanie Palm seconded. Motion carried.

d. HR proposed the three changes to the Dependent Tuition Waiver
   
i. Remove the six month wait for new employees
   
ii. Apply to non-matriculated and matriculated students
   
iii. Apply to eligible dependents under the age of 26
   
Matt Cziske made the motion to approve. Richard DeShields seconded. Motion carried.


Meeting adjourned at 3:05 p.m.