



Budget Allocation Subcommittee

January 16th, 2019

1-2:30pm | Barge 304

Present: Gail Mackin, Dennis Francois, Lidia Anderson, Scott Fendley, Jeff Stinson, Shane Scott, Scott Robinson, Kevin Archer, Lad Holden, Aaron Brown, Eric Cheney, Tim Englund, Paul Ballard

Absent: Todd Shiver, Stuart Thompson, Josh Hibbard, Kane Lemasters

Approval of Minutes

Aaron motioned to approve; Tim seconded the motion. Motion passed with one abstention.

Approve College Budget Report and PPT Template

Reviewed the College Budget Report Draft with amendments made per suggestions from the last meeting. Sharon verified that the due date for the report and PowerPoint for the colleges is not the same as the rest of ASL (1/18/19), and will instead be the overall due date of 1/28/19 at 5pm. Suggested changes were made in real-time during the meeting. Scott motioned to approve the Budget Report Form as written; Kevin seconded the motion. Motion passed unanimously.

The group discussed the necessity of the Core Theme Budget Distribution sheet; it is difficult for some to complete because there are dollars that cross over multiple core themes, but they cannot be accounted for twice, so the data feels inaccurate. However, it was also noted that this data is required for NWCCU/accreditation purposes, but the question was raised as to whether that needed to be done as part of the Budget Allocation/Summit process or whether it needed to be presented/addressed elsewhere. It was determined that the Core Theme Budget Distribution and how that data is obtained/presented will be addressed for next year's Budget Allocation/Summit cycle, but will stay in place for this year.

The group reviewed the PowerPoint template and discussed each of the slides and the information to include on them. Suggested changes include:

Tim noted that last year, he believes there was more pre-loaded information included in the presentation, and that this year's version does not seem to include revenue information. Sharon will contact David; the Deans are interested in being able to show revenue as compared to expenses that includes the variance, over a three-year period (this year, last year, and the year prior). David and/or Sharon will provide an additional slide/graph to address this data.

It was determined that a total of up to four additional slides can be added to the presentation to add pertinent information in as needed/desired.

Graph 3: Change the gray color key to read Faculty T-TT instead of just Faculty

Tim motioned to approve the PowerPoint presentation as discussed in this meeting; Kevin seconded the motion. The motion was passed unanimously.

Overview of Budget Allocation/Summit Process; Compilation and Approval of Guidelines

The group reviewed guidelines that had been suggested/implement over the course of the past year of BASC meetings in regards to Budget Allocations and the Budget Summit Process. Gail would like to more clearly identify these, compile them and have them posted on the website.

1/18/18 BASC:

It was determined that after the BASC meets to review all of the allocation requests (1/31 and 2/1), the questions that are developed will be sent out to each Unit Budget Owner so that they can be prepared for their presentations that will begin on February 7th. During the pre-meetings and sessions, individuals on the BASC that are involved in the presenting unit will recuse themselves from asking/answering any of those questions. The group also determined to remove the second bullet (sit in the audience during review of this unit). The scoring dates will also be updated.

1/31/18 BASC:

The group determined that they will no longer review/accept late submissions. (combine with 3/29/18 "BEC approved to not consider any requests that were submitted late")

2/21/18 BASC:

It was determined that we should keep the same structure as last year in utilizing tiers to rank the requests and submit to PBAC. This will consist of three tiers, with ranking, scores and comments.

6/27/18 BASC:

Remove

8/24/18 BASC:

Keep; VPs should not be ranking prior to submitting to BASC so that there is no impact on the decisions of the BASC in their rankings based on the suggested rankings of the VPs.

Next Meeting:

Thursday, January 31st, 10:30am-12pm, Barge 304
Budget Summit Materials Review