

Budget Allocation Subcommittee Agenda

December 8, 2017

3:00 p.m. – 4:00 p.m.

Barge 412

1. Approval of November 29th's Minutes
2. Budget Summit Schedule
 - a. 2/5/18 10 – 1:30 Barge 412 (30 minute lunch break)
 - b. 2/6/18 1 – 4:30 Barge 412
 - c. 2/12/18 8:30 – 12 Barge 412
 - d. 2/13/18 8:30 – 12 Barge 412
 - e. Frank Jones is arranging streaming, WebeX, and DE to the centers.
3. Budget Summits Presentation Formats
 - a. PowerPoint Template
4. Budget Summit report template
5. New Allocation Request template
6. Upcoming meetings (next one is Monday, December 18 at 3:00p.m. in SURC 301)
 - a. Develop guidelines to prioritize budgetary needs
 - b. Develop rubric for review of new allocation requests
 - c. Post Budget Summit actions
7. Questions