



Budget Allocation Subcommittee

December 19th, 2018

1-2:30pm | Barge 304

Present: Paul Ballard, Tim Englund, Todd Shiver, Lidia Anderson, Dick Highfield, Jeff Stinson, Dennis Francois, Stuart Thompson, Shane Scott, Sharon Jonassen, Kevin Archer, Lad Holden, Josh Hibbard, Eric Cheney, Kane Lemasters, David Pena-Alfaro, Aaron Brown

Absent: Gail Mackin, Scott Fendley

Approval of Minutes

Tim motioned to approve; Josh seconded the motion. Motion passed with two abstentions.

Review/Finalize College Budget Summit Presentation PPT Template

Feedback from Lad on behalf of the Faculty Senate Budget & Planning Committee: The committee would prefer that the colleges present first to ensure that the colleges have appropriate funding (especially when considering Gen Ed courses) prior to other allocation requests being considered. Having the Provost provide clarification on the 187 (Gen Ed) budget process and the success the colleges have already experienced at her Summit Presentation would be helpful; the process is not clear to the faculty/Chairs, and it is causing some frustration and fear. Lad will work with his committee to submit a letter to the Provost requesting that the above information be included in her presentation. It would also be helpful to have the process/information in writing, and then sent from the Deans down through their colleges so that the message is thorough and consistent.

Paul suggested that it might be better for the Deans to report out later (in May) than February like they did last year, so that they have a better idea of what their budget will look like for the next year. Sharon noted that otherwise, the Deans would only be able to present on the current/prior year, and would not be able to include projections on the upcoming year. Lad suggested that the faculty may actually prefer to have the colleges present at the same time so that they are part of the summit process like everyone else, and because they may not receive the same detailed information from the ASL Division Presentation on the colleges that they would receive if the colleges presented for themselves.

It was determined that it would make sense for the colleges to present in February with everyone else, as long as it is acceptable that they focus on the current/prior year's budgets and are not expected to provide information on projections since that information will not be readily available by that time. The group decided to move forward with the College Budget Summit Presentations as planned.

David presented the draft PPT Presentation Template with updates from last year's version.

Suggestions:

- Different color palette for each slide/graph to help differentiate from slide to slide

- Include all expenses (Summer, course fees, etc.) for a full overview of what is offered by the college and what it takes to provide those offerings
- Have more college-specific detail available; colleges will be able to add information as needed

Review College Budget Report Form

Hard copies of the draft College Budget Report Form were provided for the group to review and provide feedback on. The following changes were suggested:

Remove #2; change to “what efficiencies have you recorded this year”

Add “overall/general feeling regarding the budget and other comments as desired”

#3 - remove “efficiency target” verbiage

Change #4 to read “how did you use your rollover funds from FY18”

Della will update the College Budget Report Form and forward to the BASC for final review; final approval will take place at the January 16th BASC Meeting.

FTGOTO

Sharon reported that breaking out the headcount by funding as the new form requires (one table for 148 and one table for 149) is going to be much more difficult than originally anticipated due to the number of queries it would take to obtain that information. If everyone is okay with the information being lumped together in one fund code, then Sharon can provide the reports that way. The group unanimously agreed. Sharon/Della will work together to update the Budget Report Form appropriately.

Next Meeting:

Wednesday, January 16th, 1-2:30pm, Barge 304