



## **Budget Allocation Subcommittee**

**January 19th**

**3:00 – 4:00pm**

**Zoom**

### **Present**

Gail Mackin, Rebecca Lubas, Stuart Thompson, Wendy Holden, John Logwood and Brandon Wear Grimm, Kandee Cleary and Jenna Hyatt.

### **Minutes**

Kandee Cleary moved and Rebecca Lubas seconded to approve the minutes from the November 3<sup>rd</sup>, and December 15<sup>th</sup> meeting.

### **Timeline**

Gail informed the group that updated timeline has been accepted and endorsed by PBAC. Joel Klucking notified Gail that the survey will be open to all faculty, staff and members of the executive council of student government.

### **Budget Allocation Request Survey – Jonathon Henderson – Institutional Effectiveness**

Jonathon Henderson demonstrated the survey that he designed for the Budget Allocation Requests for the requests effective for FY22. Jonathon began by explaining that access to the survey will request a participant's CWU email address and then a unique link will be sent to you by email. The survey will have an introductory page explaining the purpose of the Allocation Request is to request additional 149 (state) funding to be added to their budget. The introductory will note that the survey is open until xx date and that you will be able to return to the survey to edit responses until the survey closes but to only be submitted one time. It will also summarize the individual requests with a link to the actual request document that has been submitted by the divisions for the participants to view. At the end of the survey will be a ranking of all of the requests that will remain anonymous. The BASC group consensus was in favor of the presented design.

Gail Mackin asked that Jonathon have the survey ready for demonstration to PBAC for their February 16<sup>th</sup> meeting.

**Action Items for Next Meeting**

No actions for the group at this time. The next meeting scheduled will be reviewing the results of the survey after completion.

**Next Meeting**

Tuesday, January 5th, 3pm -4pm, Zoom - was cancelled

Tuesday, April 13<sup>th</sup>, 2:00 pm