



Budget Allocation Subcommittee

December 15, 2020

3:00 – 4:00pm

Zoom

Present

Gail Mackin, Rebecca Lubas, Wendy Holden, John Logwood and Brandon Wear Grimm.

Minutes

There was not a quorum so the minutes of November 3rd will wait until the January 5th meeting.

Timeline

Gail informed the group that she had not heard if PBAC has definitively changed the budget model so we will be going forward with the regular allocation process. Division heads will likely limit the quantity and amounts of requests coming in based on our current financial times. Gail provided this timeline to Joel and Patrick Stanton to review and Joel agreed to change the timeline to have the budget summits at the end of April which will show a better budget position of this current year.

Gail explained that we will continue our current path to get materials published on the website soon after January 1st. Gail will then communicate with the division heads to go over the timeline. This group can plan on collecting info and giving feedback to PBAC in time for their review on April 13th.

Data Collection and Analysis – CWU Community

Discussion also followed on the method of collecting feedback on the proposals. Short discussion followed with some suggestions for using the current rubric in a survey such as Qualtrics – if the proposal has no impact on a goal it should be rated 0. We could then change the current rubric to a range of 0-4 vs 1-5. A comment section per each criterion was suggested. Also perhaps utilizing a fund/no fund or a high/low priority recommendation to PBAC.

Discussion also followed to allow the entire campus community to be represented in the feedback survey and to identify themselves as either student/staff or faculty.

Action Items for Next Meeting

Gail is hoping that we can have a demonstration of a budget allocation request survey to model.

Next Meeting

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