

Budget and Planning Committee
Meeting Minutes
January 31, 2012
Inlow Hall 201

Present: Ken Watson, Ray Brown, Joyce DePriest, David Lageson, Katrina Gaines, Jeff Carman, Demetria Tsiatsos, Ben Stauffer, Peter Johnson, Stephen Jenkins, Rosemary Powers, Lon Whitaker, Andy Ashe, and Teresa Carson-Mastrude

1. Ken Watson called the meeting to order at 12:05pm
2. Minutes from the previous meeting were approved.

OLD BUSINESS

3. It Steering Committee Questions: The group discussed the proposed make-up of the committee and questioned if this group would insure that all campus groups have a voice. Lon noted that this group would be an advisory committee to EOU administration. The committee will be co-chaired by Steve Adkison and Lon Whitaker. It was noted by the group that on-line and multimedia faculty should be represented on this committee and that those serving on the committee need to have an investment in this committee. Concerns should be brought to the committee through the Deans. The group will hold off on making a resolution regarding this matter until they have more details.
4. Admin Plan for administrative raises: Ken Watson asked where this information would come from and it was noted that Lon would bring the information to the group.
5. Budget Office provision of up-to-date online information for ongoing review of ratios and benchmarks by the committee: It was reported by VP Whitaker that listings of ratios are built into the Quarterly Management Report. When the report is approved by OUS it will be linked to the Budget & Planning website. The next report will be due to OUS in April.

NEW BUSINESS

6. Budget review process (handouts were emailed to the group): The group discussed with Lon the flow charts and dates that are important in the budgeting process. The state revenue forecast will happen on February 8 and Lon discussed with the group that at that point we will know if more cuts are needed which Lon does not foresee happening at this time. The group also discussed contingency plans and when they are disclosed to the campus. It was noted by Whitaker that it is not good business practice to alarm the EOU community unnecessarily and that is why information is held "close to the vest". SB242 will cause new wrinkles in the budget process as the state wants to have a 10-year budget. Whitaker also reported that fund balances would not be sweep but this could adjust funding. There are still too many uncertainties at this point. Ken Watson noted that he would like to understand the process better and be aware of upcoming issues. Steve Adkison will be invited to attend the next B&P meeting to discuss faculty cuts that are in the Sustainability Plan.

COMMITTEE REPORTS:

7. PRC – HR Director: Three candidates will be on campus February 6-8 for interviews.
8. Campus master plan: David Lageson noted that there was a nice article in The Observer about the Master Plan. There will be more meetings in March and proposed plans will be posted to the web for the campus community to view.
9. IT Steering Committee: This item was covered earlier in the meeting.
10. Facilities Updates: David Lageson reported that construction projects are on schedule. The Library and Zabels projects will be completed prior to Fall 2013 classes beginning.
 - a. 1% for the arts: Artists for the Inlow project have been selected. The Library process has begun.

NEXT MEETING

The next meeting will be February 14th at noon.

The meeting was adjourned at 1:15pm

Respectfully submitted,

Teresa Carson-Mastrude