

Budget and Planning Committee
Meeting Minutes
October 27, 2011
Inlow Hall 201

Present: Ken Watson, Les Mueller, Ray Brown, Joyce DePriest, Stephen Jenkins, David Lageson, Katrina Gaines, Jeff Carman, Demetria Tsiatsos, Josh Peters, Ben Stauffer, President Bob Davies, Lon Whitaker, Andy Ashe, Sue Cain and Teresa Carson-Mastrude

Ken Watson welcomed everyone and called the meeting to order at 12:05pm

- 1) COMMITTEE INTRODUCTIONS: Each member in attendance introduced themselves and shared their thoughts on the committee's purpose.

- 2) PRESENTATION AND COMMITTEE CHARGE FROM PRESIDENT DAVIES: President Davies discussed with the group their responsibilities as members of this committee and also expressed to the group that he values their thoughts and feelings. This committee is the conduit between the campus community and the administration. He urged the group to read the duties and responsibilities as those are truly the basis of his charge to the committee. President Davies also noted that the committee will be involved in the Campus Master Plan and will have direct input in the process. Davies discussed the Tuition Task Force with the group and noted that it was composed of 3 faculty/3 staff last year and he proposes to keep the same format this year. Kari Day, Doug Kaigler and Tracy Hayes will again be asked to serve of this committee. Also serving will be Demetria Tsiatsos and two other students.

The group discussed a draft letter from President Davies that will be sent out to the campus community later in the week. It was noted that due to budget shortfalls, EOU will again be looking at position cuts in the near future.

- 3) PRESENTATION BY VICE PRESIDENT FOR FINANCE AND ADMINISTRATION
 - a) Administration Expectations for the committee: Vice President Whitaker discussed his expectations for the committee. It was noted by Whitaker that the group will need to discuss and then act quickly on items brought to the table. He also noted that all budgets will be looked at by the committee and the suggestions will be duly considered. Personnel issues will probably not be discussed or decided on by the committee. Capital expenditures will be discussed with the group. VP Whitaker reported to the group that the prior year budgets will be presented to the different departments/programs on campus. Departments will then make a presentation to B&P regarding their proposed budgets. The Budget & Planning Committee will look at the entire campus picture and then make recommendations to administration. Budget Analysts will attend committee meetings and be available to answer questions. VP Whitaker will send out a template with proposed timelines for presentations to the group. It was noted by all that personnel costs need to be brought down and all programs need to be looked closely at. The group was reminded that they are an advisory committee and President Davies will make the final decisions. Vice President Whitaker noted that the Budget & Planning Committee will need to look at the entire health of EOU.

The current state of EOU's budget was discussed with the group and it was noted that the campus is short on revenues (students) but higher on student retention. At this point, EOU has more students taking online classes than attending classes on campus. Many families are feeling the economic pinch and higher education is simply not affordable for some at this time. VP Whitaker noted that EOU has to maintain a 5% fund balance and to do so will require personnel cuts in the very near future.

4) BUDGET & PLANNING MEETING TIME FOR 2011-2012

The group discussed possible meeting times. Ken Watson suggested that the group meet at noon on as they did last year. It was noted by some that they would not be available for noon meetings. Ken will discuss having proxies with University Council and setting a meeting schedule. The next meeting will be held on November 10, 2011 at 10am.

5) COMMITTEE REPORTS

- a) PRC – Ken Watson reported that he attends these meeting. The purpose is to look at the creation or elimination and filling of positions. Minutes are posted on the Budget & Planning website
- b) Master Planning Steering Committee – David Lageson reported that meetings are currently being scheduled to begin the process of updating EOU's master plan. He is hopeful that members of the Budget & Planning Committee will attend the community meetings.
- c) 1% for Art. – David Lageson reported that this group would be meeting at noon on this day to discuss artwork for Inlow and also to discuss the Pierce Library project.

The meeting was adjourned at 11:30am.

Respectfully submitted,

Teresa Carson-Mastrude