

**Budget and Planning Committee**  
**Meeting Minutes**  
**November 10, 2011**  
**Inlow Hall 201**

Present: Ken Watson, Les Mueller, Ray Brown, Rosemary Powers, Joyce DePriest, David Lageson, Katrina Gaines, Jeff Carman, Demetria Tsiatsos, 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

Minutes from the previous two meetings were approved with changes to 9/27/11 minutes. (Ben Stauffer's name had been left of list of attendees.)

**BY-LAW REVISION DISCUSSION:**

Ken Watson brought up several items for discussion re: the by-laws. Among them:

- Reduce the number of committee members
- Budget & Planning to become a "free-standing" committee not reporting to University Council
- Have thirteen (13) voting members
- Election of vice-chair/change election times in order to give time for familiarization with administration.
- Proxy for students unable to attend meetings due to class schedules
- Set permanent meeting time

**UPDATE: V.P. FOR FINANCE & ADMINISTRATION:**

VP Lon Whitaker handed out pages 10-11 of the Executive Sustainability Plan to the group as well as Quarterly Management Reports. Whitaker discussed the upcoming issue of the \$300,000 shortage and noted that he is not sure what the next biennium will bring. EOU has to look at what our bottom line is for sustainability. He also reported that there are positions that have identified for elimination and these will be announced at the upcoming University Meeting on Tuesday, November 15. The Sustainability Plan is built on a biennium basis and a lot of the impact will be felt during the second biennium. The reports that were handed out address this. Ken Watson noted that he had thought that the Budget & Planning Committee would have input if there were to be additional personnel cuts. VP Whitaker responded that he agrees that Budget & Planning should be involved but there simply was not time for that at this point. Whitaker also reminded the group that there is a 2-year lag for results when plans such as these go into effect and reminded the group that the sustainability plan too EOU to a minimum point and now EOU needs to move forward. EOU has done the right things but SEIU's bargain contract, PEBB cost and other issues have forced EOU to make these decisions. Whitaker also told the group that it is possible for more state budget reductions. It was also noted that tuition increases are going to be happening but we must be careful to not "out-price" ourselves. VP Whitaker reviewed the handouts with the group and reported that reports such as those will be more readily available to the Budget & Planning Committee. It was also noted that 91% of our budget is spent on personnel and it ideally needs to be at 75-78% and our Fund Balance needs to be at 8.8%. At that time, we can begin to reinvest in ourselves. The group discussed upcoming changes due to SB 242 in regards to the auxiliary budget.

CAMPUS MASTER PLAN

Due to time issues, this item was briefly discussed and it was noted that some members will be attending meetings regarding EOU's Master Plan.

TUITION REVIEW COMMITTEE

This group has not met yet. Deadline for tuition changes is May 2012.

NEXT MEETING

The next meeting will be November 17<sup>th</sup> at 10am

The meeting was adjourned at 11:30am.

Respectfully submitted,

Teresa Carson-Mastrude