

**Budget and Planning Committee**  
**Meeting Minutes**  
**March 13, 2013**  
**Inlow Hall 201**

Present: Jeff Carman, Ken Watson, Ray Brown, Joyce DePriest, David Lageson, Stephen Jenkins, Michael Sell, Lon Whitaker, Andy Ashe, President Bob Davies and Teresa Carson-Mastrude

1. Jeff Carman called the meeting to order at 1:05 pm
2. Minutes from the previous meeting were approved.

President Davies spoke to the group regarding his expectations (transparency and budgets should relate to EOU's core themes) regarding the information they receive during the budget hearing exercise. He expects that the Budget & Planning Committee will develop an understanding of all of the budgets presented. President Davies will come up with a budget and suggested funding of the proposed expenditures. Davies noted that not all requests will be funded as EOU must have a 5% fund balance at the end of the fiscal year. Michael Sell noted that he had spoke with Dean Steve Gammon regarding the freeze on budgets and hoped that President Davies would be more forceful in his language to campus regarding this issue. President Davies noted that all budgets needed to be normalized and monitored closely. Ray Brown noted that overload is an issue and President Davies agreed but that this is a bargaining issue that will be addressed.

Lon Whitaker spoke with the group regarding the end of this process – EOU will have to look at revenue. The Tuition Committee has met and they are looking at a 5% increase but that OSA would prefer that increases not raise above 3%.

Stephen Jenkins noted that since this is a “zero sum”, would Budget & Planning be making recommendations regarding cuts? Lon responded that not at this time.

Whitaker also noted that some budgets have run over year after year without consequences and this is not to happen in the future. Budgets will be watched and if it appears that a department is about to go over, their VP will have to analyze the issue and make a formal request for funds, which may or may not be approved.

The group reviewed a memo prepared by Lon Whitaker, which noted changes/requests within all department budgets.

The group will review the President's Office budget at the next meeting. It is expected that recommendations will be forward to President Davies before the end of May.

The next meeting will be March 20<sup>th</sup> at which time the group will begin to review budgets.

The next meeting will be January 8<sup>th</sup> at 1pm in Inlow 201

The meeting was adjourned at 2:30pm

Respectfully submitted,  
Teresa Carson-Mastrude