



Budget Committee Minutes
November 10th 10:30 AM
Boardroom/ B&O Building

Attendees: Shelley DeLuca, Alicia Frey, Chris Kefauver, Jill Loveless, Scott Owen, Pat Roper, Jeff Sayre, April Schrupp, & Larry Tackett.

- I. Committee
 - a. Goals
 - i. Committee should vote on matters to solidify that there exist acknowledged value in the committee
 1. Items approved by the committee are recognized as suggestions that are acted upon by the Business Office and forwarded to the President when appropriate
 - ii. Agendas & Minutes should be published on a regular basis
 - iii. Committee should be transparent and aligned with HLC
 - b. Timelines
 - i. Final Budget State May 1st 2018
 - ii. Fees & Tuition
 1. March BOG Finalized
 2. February BOG Introduction
 3. Feb (Early) Committee approves
 4. Academic Affairs charging programs with Fees
 - a. Hoping to see them in December
 - iii. Operating & Capital / Perkins Budget
 1. April BOG Meeting Finalized
 2. March BOG Introduction
 3. February Committee Approves
 - iv. Capital & Perkins Request Call
 1. ASAP send request to entire college
 2. Return to Jeff S. by November 29th
 3. Committee to evaluate and review in first December meeting
 - v. Operating Budget
 1. February BOG Submittal (Feb 5th to Stephanie)
 2. Jan 30th Cabinet Reviews
 3. Committee to have done by Jan meeting
 - c. Facility Master Plan (IT and Facilities)
 - i. Discussion of how the budget committee will dovetail the annual budgets to fit the master plan that will span larger periods (10 years).
- II. Strategic Plan
 - a. Time prohibited individual examination of the strategic plans.
 - b. The committee will familiarize themselves to ensure we are aligned with the plan
- III. Capitalization Policy (Attached)
 - a. Committee requested the Jeff S. make recommendations and present for the committee to comment on.



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- IV. FY 2019 Budget
 - a. Discussion was primarily about the timeline as noted above.
- V. Capital Requests
 - a. ASAP send request to entire college
 - b. Tie to Perkins Goals / Tie to Strategic Goal
 - c. Communication should outline what it means to be 'Perkins'
 - i. Idea to submit into Budget Handbook
 - d. Return to Jeff S. by November 29th
 - e. Committee to evaluate and review in first December meeting
- VI. Schedule meetings of upcoming meetings
 - a. December 1 at 10:00 AM
 - b. December 15 at 10:00 AM
 - c. Re-evaluate more meeting times past that
 - d. Periodic information to be sent out to the committee for review / discussion