

# Budget and Finance Planning Council

## Minutes

September 11, 2019

**Attendance:** Elizabeth Gallus, Katie Hooven, Norma Garza, Bozena Leven, Steffen Marcus, Lloyd Ricketts, Trevor Baldwin, Casey Schulhafer

1. **Welcome and introduction.**
2. **Election of co-Chair:** Katie Hooven elected to co-chair by unanimous vote.
3. **Approval of Minutes:** The BFPC meeting minutes of May 8, 2019 were accepted unanimously without any changes.
4. **Campus Budget Hearings and Campus Budget Calendar:** We discussed the president's proposal to have the BFPC, with additional cabinet representatives, hear presentations of budget plans and proposals from campus division leaders during Fall semesters and provide feedback. The motion below was passed in a unanimous vote. Lloyd will work with cabinet and the president's office to begin outlining what this presentation and feedback process could look like, and bring more details to the next BFPC meeting for discussion.
  - a. **The Budget and Finance Planning Council expresses interest in future involvement in the campus budget planning process and discussions with division leaders about their budget proposals.**
5. **Introduction of the Revenue Enhancement Taskforce:** Lloyd introduced the draft list of members for the proposed Revenue Enhancement Taskforce. They are
  - a. Lloyd Ricketts
  - b. Steffen Marcus
  - c. Katie Hooven
  - d. Carole Kenner
  - e. Timothy Clydesdale
  - f. Amanda DeMartino
  - g. Stuart CarrollThe recommendation was made to include at least one more staff member, perhaps from facilities, and a couple of student representatives.
6. **Discussion of Cost Saving Initiative Dashboard – Achieve It:** Lloyd introduced the new web-based dashboard to the council.
7. **Discussion of Action Items from May 8<sup>th</sup> 2019 Minutes:** We discussed these items and decided to make these items a priority for our next meeting.
8. Our next meeting will be held during the September alternate time slot: Wednesday September 25, 4:00pm - 4:50pm