

Budget Finance Planning Council

Minutes of the Meeting of February 8, 2023

Feb 8, 2023 | 📅 BFPC 2nd Wednesday Meeting

Attendees: Katie Hooven Jervis, Kathryn Joseph O'Brien Steffen Marcus
Valarie McDuffie Joao Neves Simona Wright Seth Zolin

Attached files: [w Feb 8 2023 BFPC Agenda Final.docx](#) [w BFPC Minutes 11-9-22 .docx](#)

1. Approved minutes from our previous meeting.
2. Discussed the Treasurer Search
3. Introduced three discussion items.
 - a. Approved budget carry forward policy: implementation and communication.
 - b. Opportunity for education - campus budget scheduling and training.
 - c. BFPC self-study and goal setting
4. Discussed Opportunity for education item above. It was decided that action on this item will require further discussion and clarity from the Treasurer's office.
5. Discussed the BFPC self-study and goal setting item above. This led to a broader discussion of the role and charge of the BFPC:

Budget and Finance Planning Council (BFPC) BFPC ensures that the College's Mission, Vision, and Values, as well as Strategic Plan, is linked to decision-making and budgeting processes, and that planning processes are clearly communicated, provide for stakeholder participation, and incorporate the use of ongoing assessment. The council is to help in reshaping the culture of the campus to one which is more readily inclined to assume the responsibility of revenue generation and cost containment.

It was mentioned that budget discussion with the Faculty Senate and Staff Senate currently happens once a year. Moving forward one idea could be an expansion of our role to help with this. This led to a discussion about engaging the council with various strategic requests across campus. It was mentioned that creating onboarding materials would be helpful. We further

discussed the TCNJ financial dashboard and the idea of council communication to campus via regular emails.

6. It was decided that the next meeting will focus on the Approved budget carry forward policy item above.