



BUDGET COUNCIL MEETING

AGENDA

October 19, 2022; 2:30pm – 3:30pm
LRC 250 | [Teams Link](#) | [Website Link](#)

AGENDA ITEMS	SUMMARY
<p>21-22 Program Review Requests / Funding (Janet Houlihan)</p>	<ul style="list-style-type: none"> • Program Review requests ranked in scored order received from Planning Council. Requests with possible funding sources were each reviewed and discussed using the description information provided by the submitter. • Priority Ranking Rubric used by Planning Council was shared. Rubric included how item related to Strategic Plan goals, urgency of need/no adverse effect by not funding. Scores were determined by each wing. • In the future the Safety Sustainability and Facility Committee should vet these before going to Planning Council. • Some items were unclear / need more information to determine the funding/priority • Some items need more/larger conversation (ie Copiers) • Proposal from Planning Council to fund all requests. Members discussed a funding cut-off score threshold of 70%, or those requests with scores of 30 and above to be funded. • Departments that have their own funding (ie Athletics) should prioritize their spending internally. • Lower priority items not funded can be resubmitted through mid-cycle review process or funded by departmental funds. • Motion made to approve up to 70% (or line 23 on list), anything below that to be pulled out and resubmitted. Motion seconded. • Discussion of an approval contingency based on updated quotes. If update is greater than 10%, will need to be re-evaluated. • Motion amended to include contingency of re-evaluation if the updated quote is greater than 10% of the original quote. Motion seconded. Motion passed. • Those approved should be notified by next week, in time to re-submit for Mid-Cycle Review prior to deadline.
<p>Adjusted Program Review Timeline (Janet Houlihan)</p>	<ul style="list-style-type: none"> • The adjusted process timeline reviewed. Timeline is very tight. • Schedule will need to be adjusted given the new committee structure.
<p>Mid-Cycle Review Timeline (Janet Houlihan)</p>	<ul style="list-style-type: none"> • Mid-Cycle Review Timeline received from President’s Cabinet was reviewed. • Requests not accepted for funding from Program Review can be submitted for Mid-Cycle Review. • Mid-Cycle review timeline is very tight. • Schedule will need to be adjusted to meet purchasing/equipment deadlines.

<p>Proposed Budget Development Cycle (Pete Bouzar/All)</p>	<ul style="list-style-type: none"> • Cycle of Budget Development Process reviewed. This to go into the Decision Making Model. • Cycle needs to be revised based on the adjusted timeline, and edited for new committee structure (ie) separate out Planning and Budget. • Revised timeline will be brought back to this committee.
<p>Committee Term Adjustments (All)</p>	<ul style="list-style-type: none"> • (Meeting had adjourned)
<p>Announcements (All)</p>	<ul style="list-style-type: none"> • Committee Term Adjustments will be brought back to the 11/2 meeting

Chair: Janet Houlihan

Co-Chair: Martie Ramm Engle

Recorder: Dawn Dittmer

Participants:

Pete Bouzar, ~~Dorsie Brooks~~, ~~Susie Castellanos~~, Annamaria Crescimanno, Tiffany Glover, Jessica Jacobs, Martie Ramm Engle, Brian Thill, Matt Valerius, Paul Wisner