Budget Team Minutes

approved 2/22/21

# Feb. 15, 2021

## 8:30-9:30

**Team Members Present:**

Nancy Dietrich, Bill Garlick, Gerry Haddad, Veronica Johnson, Tamara McDiarmid, Eva Menefee, Sally Pierce, Jon Tenbrink, Denise Warner, Melinda Wilson

**Members unable to attend:** Joe Barbiero, Ronda Miller

**Guests:** James Mitchell, Don Wilske, Lori Willett

**Next meeting: Feb. 22, 8:30-9:30am**

Topics:

1. Discussion on where budget committee can be involved in budgetary process.
	1. JM stated that there are meetings with labor coalitions and special meetings, and reps from Academic Senate could join those meetings.
	2. SP expressed concern that that it might be too late to have meaningful input since these HR/ Labor meetings are held just before the board meeting.
	3. Reps from senate should also attend budget workshops, which are forums for giving input and advice.
	4. Meetings with Provost are key because Provost brings items forward to ELT. This is where the budget committee should focus on providing input.
	5. In addition, Program Review Process also plays an important role in budget development. We could add a budget representative at these meetings. The chair of the Curriculum Committee is already in attendance, so adding a Budget Committee rep also makes sense.
	6. Budget Committee can also help faculty and departments understand the importance of the Program Operating Plans and help faculty understand the impact on budget. EM noted that MAHE is aware of the fact that POPs need to be improved, and MAHE is working on this as negotiations move forward.
	7. DonW: budgeting is a process that never stops and includes forecasting, budgeting, implementing and monitoring. Many things are happening at the same time.
	8. As a committee, we want to know how to be involved when adjustments need to be made to the budget. JM suggested having an Academic Senate rep from Budget Committee at meetings with labor coalitions.
	9. Senate budget group needs to be involved in the mid-year adjustments--that happen every three months or so.
	10. Another place to have input as adjustments are being made is with the Provost. The role of the Provost is a key place to advise and have input.
	11. DonW said his preference would be for Program Review to better align with budget building process. For example, programs complete their POPs in Spring and hold Program Review meetings in fall.
2. Refine charter
	1. JM prefers that language be the same between MAHE contract, Academic Senate charter, and Budget committee charter.
	2. JM doesn’t think there are substantial differences other than language.
3. Future Agenda Items
	1. Invite Andrea Hoagland, Dean of A&S to a future meeting to discuss budget process.
	2. Invite Sally Welch to a future meeting to discuss where the Budget Committee can have input.
	3. Work on charter