

Minutes

# Budget Committee

Friday, January 28, 2022

8:00-9:00 AM

**Present**: Alexandra Beard, Nancy Dietrich, Gerard Haddad, Andrea Hoagland, Eva Menefee, Sally Pierce, Jon Ten Brink, Kabeer Ahammad Sahib, Mark Stevens, Denise Warner

**Guests**: Mindy Wilson and Sally Welch joined us for item III below.

1. Jan. 14 meeting minutes were approved.
2. The group welcomed new member, Mark Stevens, Professor of Criminal Justice in Public Service Careers to represent Tech Careers, replacing Tamara McDiarmid. We are still looking for a rep from HHS.
3. Members discussed FY 2021 Financial Briefing/FY 2023 Budget Launch presentations that took place Jan. 26 and 27.
   1. Denise will ask Don Wilske to share the Financial Dictionary with our committee.
   2. This committee will encourage programs to get budget requests to their deans by mid-February ahead of the college deadline of Feb. 28. This information will inform budgetary baseline for the upcoming fiscal year.
   3. Number of sections and miscellaneous adjunct pay especially important as they comprise the majority of the budget.
   4. Andrea (Dean of A&S) will follow-up with informational sessions for faculty in February
4. Review Draft of Innovations Grant Application
   1. Sally Welch complimented the group on our good work developing the application form and the speed in which it has come together.
   2. We clarified questions about the process and revised a few other details.
   3. The subcommittee will meet again next Wednesday to complete work on the form and begin developing the rubric.
   4. Denise will update the senate on the grant application during today’s budget committee report.
5. Program Review
   1. Andrea suggests doing a survey of faculty in April or early May to ask about the new POPs form and budget process. What could we improve? How is the new form working?
6. Future Agenda Items/Next Steps
   1. Innovations Grant subcommittee to finish working on the application form next Wednesday and then work on a rubric.
   2. Create POPs form/budget info survey for faculty to distribute in late April/early May.

Meeting adjourned at 8:57 AM.

Today’s minutes respectfully submitted by Denise Warner.

### Next Meeting: Feb. 11