



Budget Advisory Committee

May 14, 2019
2:00 pm – 3:00 pm
Boardroom
MINUTES

Present: Julia Morrison, John Johnston, Peter Blakemore, Mike Haley (phone), Courtney Bishop, Angelina Hill, Paul Chown, and Sara Stolt (minutes)
Not present: Tami Engman, Derek Glavich

Table with 3 columns: Item ID, Description, and Notes. Rows include: 1.0 Call to Order, 2.0 Welcome, 3.0 Discussion (with sub-points 1 and 2), 4.0 Future Agenda Items, and 5.0 Meeting Adjourned.



Budget Advisory Committee

August 20, 2019

10:00 am – 11:00 am

Boardroom

MINUTES

Present: Julia Morrison, John Johnston, Peter Blakemore, Mike Haley , Tami Engman in place of Courtney Bishop, Angelina Hill, Paul Chown, Derek Glavich and Sara Stolt (minutes)

1.0	Call to Order	Julia called the meeting to order at 10:00 am
2.0	Approval of minutes 5/14/19	We went over the minutes from May 14 th , 2019. All approved.
3.0	Discussion 1. Set goals 2. Select 3 programs for detailed audit 3. Discuss what to review from Program Viability Committee (PVC)	<p>1. Goals</p> <ol style="list-style-type: none"> For the committee to understand its role in integrated planning. To provide a useful product to the VP Admin Services for the budget. Successfully run through the process and assess it. Fine tune the calendar as we go through it and align the program review calendar with the BAC calendar. <p>Discussion: Peter discussed the background and need for the BAC. The idea is to provide transparency of the budget and how it is made. We need to include more voices and to align the budget with the annual plan and the Ed Master plan. We are looking at the planning process and how it relates to the budget. The BAC can help the process by reviewing the PRC and PVC documents. We can look at budgeting process this year by looking at last year’s information.</p> <p>2. 3 programs for detail audit</p> <ol style="list-style-type: none"> Athletics Adult education TBD – may or may not review a 3rd (possibly Business) will decide Sept. 9. <p>3. What to review from PVC?</p> <ol style="list-style-type: none"> Goal is to not duplicate efforts Julia & Peter to review PVC reports to determine what info is relevant. There are full reports and summaries. <p>Discussion: The calendar doesn’t say what from the PVC we’ll be looking at. The annual outlook statement was brought up. This year we’ll look at last year’s reports.</p>
4.0	Action items	<ul style="list-style-type: none"> Peter and Julia will review the 4020 & 4021 reports to determine which information will be relevant to the BAC. Angelina will provide these. Julia & Angelina to ensure these are sharable documents – not confidential. All members will be given access to the DropBox; members can review the

		<p>information if they desire to.</p> <ul style="list-style-type: none"> Meetings will be the 2nd and 4th Mondays of each month for the Fall Semester.
5.0	Homework	Review of Annual and Ed. Master plan as homework – consider vision goals as well.
6.0	Future agenda items	Decide next meeting – 2 or 3 programs for review.
7.0	Meeting Adjourned 3:00pm	Next meeting Monday Sept. 9 th at 2:30pm in Boardroom