

Budget and Planning Committee
Meeting Minutes
March 20, 2013
Ackerman Alumni Room

Present: Jeff Carman, Ken Watson, Ray Brown, Joyce DePriest, David Lageson, Stephen Jenkins, Michael Sell, Lon Whitaker, Andy Ashe, Kristen Kruse and Teresa Carson-Mastrude

1. Jeff Carman called the meeting to order at 1:05 pm
2. Minutes from the previous meeting were not available and will be approved at the next meeting.

The group discussed the Infoline message sent by President Davies regard EOU's budget. Lon Whitaker noted that Budget & Planning will be a good "spring board" for upcoming discussions regarding the budget issues. Ray Brown asked if we had a bottom line for cuts at this time. Lon noted to the group that it appears that EOU will be at 3.6% fund balance at the end of the fiscal year. Several factors contributed to this as President Davies noted in his email message. More will be learned in the upcoming months regarding revenue vs balance and what actions will need to be taken to reach the 5% fund balance that OUS expects. It was also noted that the current federal sequester will have an impact on financial aid to students. EOU will need to look at revenue projections vs expenditures. Whitaker noted that it is expected that EOU will expect the same funding from the state as they received in the current year.

It is expected that all departments on campus will have normalized budgets for the upcoming fiscal year.

The group reviewed the presented normalized budget from the President's office. It was noted that the president's budget had a \$15,000 reduction.

Lon also spoke on the issue of identifying funds that are only spent every 2, 3 or 4 years and departments should budget this appropriately. Departments should not be moving funds from a line item to another. Budget directors will be monitoring the burn rate closely.

The group next reviewed Athletics' normalized budget. They had requested funds to hire another athletic trainer and also noted that they had fund a expenditure from student fees to the general fund.

Human Resources normalized budget had increase requests due to search expenditures.

The group discussed that they had noted that Admissions had a sizable budget increase request. Lon noted that the return vs expense needs to be looked at closely in those types of situations.

The Provost's office will present their normalized budget at the next meeting which will be held on April 10th in Inlow 201

The meeting was adjourned at 2:30pm

Respectfully submitted,
Teresa Carson-Mastrude