

**Budget & Planning Committee
Meeting Minutes
Ackerman Hall Alumni Room
October 15, 2019
1-3 pm**

Chair Lyle Henderson called the meeting to order at 1:05pm

Present: Lyle Henderson, Peter Wordelman, Karyn Gomez, Theresa Noldeke, Kim Sanders, Kristin Johnson, Kerry Bullard and Samantha Wegermann

Ex-Officio: Lara Moore and LeeAnn Case

Others: Lowann Vanleuvan, Holly Chason and Teresa Carson-Mastrude

Absent: Dwight Denman and Zachary Cahill

Approval of May 21, 2019 Minutes:

Motion: Peter Wordelman moved to approve the minutes from the May 21, 2019 meeting.

Second: Kerry Bullard

Discussion: It was noted that very few members from last year were present – group felt they could not approve the minutes.

Action: Minutes accepted as submitted.

Discussion Items:

Committee Member Introductions: Members introduced themselves and discussed alternate meeting times. As there was little interest in changing meeting times, meetings will continue on the 3rd Tuesday of the month from 1-3pm.

By-laws Overview: Committee members are to review the by-laws and will discuss at the January 2020 meeting.

Vice Chair Nomination: Lara Moore noted that it is a challenge to get a vice chair as often most of the members are new and unclear about the work of the committee. It was suggested that by-laws be changed so that the chair and vice chair would be 2 year positions. This will be discussed at the next meeting.

Meeting Schedule: The proposed meeting schedule was discussed and it was noted that the committee generally does not meet in December and March.

FY19 Year End Overview: Lara reviewed with the group the work and timing that is performed by the committee. Core Themes are tied to budget requests. LeeAnn reviewed the Q4 Management Report. LeeAnn will provide a final budget presentation at the November meeting after it has been approved by Board Finance & Admin Committee. At the end of May last year, EOU was working with a proposed budget as the state final budget numbers were not known.

Budget Process: LeeAnn reported to the group that the budget process for 20-21 moving forward and final budgets are due to the vice presidents by January 2020. The committee will see requests twice for the proposed budget.

Enrollment/OPM: Holly Chason reported that enrollment is down approximately 1.4% from last year. There has been a decline in transfer students and a team is working bring those numbers back up.

The OPM agreement was signed in May. It is a seven year agreement with Wiley (formerly The Learning House). Wiley has already begun working on marketing and will start working on enrollment, counseling and retention services. EOU is anticipating more staff/faculty, growth and enrollment numbers from this agreement and we should see some results in next year's Q4 Management Report.

Tuition Advisory Committee: Lara discussed with the committee the possibility of B&P taking on the role of the TAC. Lara will give an update to the committee at the next meeting.

The meeting was adjourned at 2:27pm

Respectfully Submitted
Teresa Carson-Mastrude