The committee reviewed budget processes and timeline in FY17 folder. The plan is to have the FY17 budget finalized by the end of April. The State share funding for FY17 is already established for the college. The Regents have also approved the tuition and fee levels for the FY17 year. The next legislative session begins January 2017 and will establish the State funding available for the FY18 and FY19 years.

**Assessment plan from 2014-15**

- **Maintain attendance and transparency in the budget process**
  Need to improve attendance and participation of budget committee members. Committee members requested better communication of decision/rationale for final budget.

- **Continuously improve the budget process**
  Have made steps towards this. Consolidated justification and budget spreadsheet forms. Did better discerning which budgets need to be analyzed more. Percentage variation was good addition. Mike B loads budget info into the mid-year assessment plans. Can also access Ali’s spreadsheet to check. People can contact Russ to fill out a form for access to UMDW, and Russ will do some UMDW training.

- **Completing an assessment of prior year budget outcomes**
  Identified some issues, helpful for some new members on budget committee.

- **Submit list of priorities of list to leadership**
  Accomplished, but feedback would have been helpful. Work on tracking enhancements that have not been funded over a long period of time, either on spreadsheet or by budget manager tracking.

Russ copied info into 2015-2016 assessment. Discussed mission statement, committee made no changes. Discussed goals and year-to-year consistency of outcomes. Strategies to achieve outcomes may change. Russ asked committee members to review the 2015-2016 plan on SharePoint, review it, and bring changes to the next Budget meeting.

Mike B and Russ will create a report similar to last year, bring to Budget committee in November. Budget form like last year with justification and connection to strategic plan. Not all account codes are on the budget sheet. May work best to look at UMDW for prior year(s) account codes. Also, ‘help’ tab in UMDW links to a website that has a complete list of...
account codes in Banner (only use account codes that begin with a 6 as they are expenses). Mike B had broken out account codes in the assessments before, but will now just roll up to fit in general categories.

Mike W asked if Perkins would be included. Grants are not generally part of Budget committee process. He stated he needs it for accreditation requirements. Russ will look into including Perkins info.

Russ will check to ensure student and faculty reps are included on the invite.

Committee will meet once a month through December, then weekly beginning in January.

Next meeting
- Russ asked Budget committee members to review the 2015-2016 plan on SharePoint, review it, and bring changes to the next Budget meeting.
- Mike B and Russ will create a report similar to last year, bring to Budget committee in November.
- Russ will look into including Perkins info in budget process.
- Russ will check to ensure student and faculty reps are included on the invite.