

Budgeting and Planning Committee

Date: November 13th, 2009

Minutes for November 11th, 2009

Members attended: Dr. Bob Davies, Shari Carpenter, Tracy Hayes, Doug Kaigler, Virginia Key, John Knudson, Lara Moore, Travis Paulson, Ken Watson, Beth Upshaw

The committee meet with President Davies to confirm his and our understanding of the committee's role and purpose.

Dr. Davies' expectation of the Budgeting and Planning Committee is to provide advice, wisdom and guidance. Three points were addressed to the committee:

- 1) The committee needs to understand how EOU currently stands
- 2) Be aware of budget reductions in February and the proper forms and procedures used during discussions to make upcoming decisions.
- 3) Help create new ideas and changes

Discussion of the make up of the Budget Committed was addressed and to be further addressed at the next meeting. The construction of a procedural guidelines notebook for committee members was proposed. The use of the current strategic plan as a foundation was accepted, but a new strategic plan will be completed by Dr. Davies and the cabinet sometime in the future.

Ad-hoc committees have been assigned as follows:

- 1) Capital Construction Discussions
Members: Doug Kaigler, Lara Moore, Ken Watson
- 2) Out of State Tuition Committee
Members: Shari Carpenter, Beth Upshaw, Travis Paulson
- 3) 1% Art Project Committee
Members: Tracy Hayes, John Knuden-Martin

Virginia Key will provide the committee members with a session explaining the procedures (RAM) used for state funding in the OUS system. Date will be announced later.

DATE OF NEXT MEETING: To be determined via email

ACTION ITEMS:

- a) Virginia to schedule meeting to explain financial process.

Timing: As soon as permits

b) Schedule next B&P meeting

Timing: After aforementioned meeting

NEXT MEETING AGENDA:

Further discuss the structure of the ad-hoc committees and members involved as discussed by Dr. Davies. Provide student representatives and other members that were not able to attend with an opportunity to participate.

Attached are some documentations and forms that were disbursed during last meeting.

Travis Paulson
Testing Coordinator
Eastern Oregon University
1-800-544-2195x8