



EASTERN OREGON  
UNIVERSITY

## **Budget and Planning**

### **Meeting Minutes**

**October 28, 2009**

#### **Attendees:**

Shari Carpenter, Joe Cooke, Tracy Hayes, Doug Kaigler, John Knudsen, Greg Monahan, Travis Paulson

#### **NEW BUSINESS**

1. The current constitution was reviewed and discussed. It can be found at <http://www.eou.edu/council/constitution.html>.
2. Members of the committee were confirmed as follows:
  - Finance & Administration
    - *Virginia Key*
    - *Andy Ashe*
    - *Joe Cooke*
  - College of Arts and Sciences
    - *Doug Kaigler*
    - *Greg Monahan*
  - College of Education
    - *John Knudsen*
  - College of Business
    - *Shari Carpenter*
  - Administrative Faculty
    - *Tracy Hayes*
    - *Lara Moore*
    - *Beth Upshaw*
  - Classified Employees
    - *Teresa Carson*
    - *Travis Paulson*
    - *Tim Wilson*
  - Students
    - *TBD (John will work on recruiting)*
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3. Officers of the committee were voted on and are as follows:
  - *Chair - Shari Carpenter*
  - *Secretary – Teresa Carson*
4. It was reported that the past role and action of the committee consisted of the following:
  - *Heard reports from Finance & Administration on the fund balance, but did not take action.*
  - *Dinged by accreditation for not participating more.*
  - *As a result, the committee developed a process and has now become a “clearing committee”.*
  - *Before money in the ending fund balance can be spent, this committee is to be consulted.*
  - *The funds can’t be earmarked, and have to be over and above the amount the institution determines needs to remain in the ending fund balance.*
5. It was recommended that the committee check on the status of the accreditation visit.
  - *Doug will research and report back.*
6. The committee asked to meet with Bob Davies to ensure our current charge is accurate.
  - *Tracy will check on his schedule and report back.*