

**Budget, Finance, and Strategic Planning Committee Meeting**  
**President's Conference Room,**  
**Friday, February 25, 2011**  
**10:00 a.m.**

**Members Present:** Co-Chairs Cathy Mullins & Carl Hilgarth, Dave Todt, Elinda Boyles, Ed Kehres, Chris Kacir, Kim Mitchell, Ann Marie Short, Penny Merritt, Robert Mendris, Joe VanDeusen, Mark Mirabello, Chuck Warner, Janice Johnson, Jonica Burke, Chris Shaffer

**I. Call to Order:** Co-Chair Cathy Mullins

**II. Review of Notes from January 28, 2011 Meeting:** No changes

**III. Review of Draft "Action Project Selection and Management Process" Document:**  
Points of Discussion:

- AQIP is about "improvement" and not reinventing ourselves.
- An AP proposal doesn't have to be submitted as a formal project, but could be only a suggestion that, if chosen, could be developed and expanded on later.
- We need direct communication with all campus constituency groups, including SGA, to solicit their AP ideas and also find out what's already being done campus-wide. The AP process selection process could assist with that.

The committee decided to hold campus "brainstorming sessions" to offer a positive framework to solicit ideas, identify problems, and find out where they want the university to go. With current budget constraints, AP funding could be an extra incentive. The SPC will review and rank the proposals and available resources to implement them.

Motion to adopt the "Action Project Selection and Management Process" document with slight revisions: Carl Hilgarth. Second by Chris Kacir. Motion passed.

**IV. Budget: Suggestions for the FY 12 Budget and Budget Planning Process**

Budget discussions are just beginning, and the SPC has been asked for their ideas and strategies on where budgets could be trimmed if necessary, without making draconian cuts. The discussion centered on general budget issues, such as the lack of parameters from the state, with possible cuts looming. We're at an important point in our development, having to respond to both growth and mandates. It was pointed out that budget managers work best with prompt, timely communication, and would like to have more input into how their data can be processed.

Next meeting: Friday, March 25, 10:00 am, President's Conference Room

Minutes submitted by Susan Montavon.