

# Budget & Planning/Tuition Advisory Committee

## Minutes

April 6, 2023 @ 3:15pm

ZOOM

Lyle Henderson, Jordan Withers, Peter Wordelman, Anthony Tovar, Kris Martens, Emily Adams, Tressa Seydel, Jordan Withers, LeeAnn Case, Matt Seimers, Katie Townsend

### 3:17 PM – Call to Order

#### ● Action Items:

- **Approval of Minutes from 3/2/2023 Draft March minutes**

Lyle made two grammatical corrections to the minutes.

Approved as corrected-unanimous

#### ● Discussion Items:

- **Discussion Items for recommendation**

- [FY24 Budget Requests – New Initiatives](#)

- Departments requesting have been asked to present and answer any questions

- Dr. [Rae Ette Newman](#) - COE Interim Dean  
2 current 9 month positions moved to 10mo
- Dr. [Kyle Pfaffenbach](#) -- Associate Professor, HHP  
Equipment to round out HHP lab
- Cassie Gray Jeffries - COM, CAHSS/Dr. Nate Lowe, CAHSS Dean  
**(See attachment)**
- Dr. [Tawnya Lubbes](#)- Associate Professor, COE  
Student and faculty- Share the Learning conference attendance, travel and presentation opportunities (currently \$2000 in provost share the learning budget)
- Jeff Carman, Director EOU IT  
Overtime funding to allow for project log completion  
Travel for professional development FA department  
Infrastructure replacement budget
- Sarah Rowland, Interim Library Director  
Increase student budget in order to maintain current employment. Sarah stated that with minimum wage going up an increase will be necessary to continue at current hours of student employment
- John Garlitz, Director EOU Facilities  
FH Operations- BAA045 gas, water sewer, electricity, annual reviews of mechanical such as elevator fire suppression and non-warranty workorders.  
Additional budget for professional development and DIPEA certification  
Auto scrubber, training opportunities for custodial staff  
Window cleaning and carpet cleaning  
Mower replacement
- Justin Montgomery, Director of Marketing, EOU  
Marketing budget increase for more program marketing (the story)  
By allowing for better advertising (the book)

- Sam McCumber, Director EOU Advising
  - Increased travel budget for professional development and training opportunities.
  - Discussed the need for a baseline budget for the advising program.

Proposal discussion: None

- 2023-24 Tuition Proposals-2nd read
- 2023-24 Mandatory Fee Proposal – 2<sup>nd</sup> read
- 2023-24 Room and Board Rate Proposal –2nd read

- **For the Good of the Order/Informational**

- Discussion regarding spreadsheet that will be used to identify**

- The vote is in the spreadsheet. Lyle shared that all line items should be completed because if they are not, it will suggest an abstention for every line not completed. Enter the vote (yes or no) and if there is anything that needs review, state it there so that it flags the line for review. Accessibility to the spreadsheet is only for members as well as LeeAnn and Tonya

- Discussion around the review of budget requests and that the committee may need to look at the broader picture and how these requests effect future sustainability.

- **Next Meeting: May 4, 2023**
  - Final 2023-24 Tuition Proposal
  - FY24 Draft Preliminary Operating Budget

**Adjourn @4:51**