**East Tennessee State University**

**Ad Hoc Committee on Budgeting Process**

**Monday, January 27, 2014**

**MINUTES**

**Review 1-21-14 Meeting:**

* Changes or additions to the 1-21 minutes should be sent to Dr. Calhoun or Katie Jeter.

**Prep for Dr. Marion Broome:**

* Discussion of questions that the group would like to ask Dr. Marion Broome on the 9a.m. call.

**Call to Dr. Broome:**

* Questions were asked regarding the model that Indiana University uses for budgeting process:
  + How are programs eliminated?
  + How is strategic planning linked to budgeting?
  + Is tuition credited to the department by majors or credit hours? How are general education courses handled?
  + Do you have budget hearings? Do you have to present your budget to senior administrators?
  + Do you set your own fees? Are there different fees between the colleges?
  + Is there a body that makes the decisions when programs are started or ended?
  + How is summer revenue handled?
* Following the call, there was discussion regarding how their model would fit our situation and what changes would need to be made to adopt it. Would need:
  + Clear operational plan
  + Rules of engagement
  + Transparency in how items are estimated and calculated.
* Discussion regarding the length of time Indiana University has been using this model. How will we transition from our current to the new model? How will competition be prevented?

**What do you want Dr. Noland to know about our Progress? Questions?**

* Dr. Calhoun has a meeting with Dr. Noland to update him on the progress of the committee. Discussed what should be on the agenda of the meeting.
  + Transparency at both college and department level
  + Values – will be the foundation of both strategic plan and budget plan
  + Will budget process be based on the RCM process?

**Future Meetings:**

* The next meeting is the “Moving to a Responsibility-Centered Budget Model on February 2, with the second in the series on February 10.
* Discussed all-day retreat that is scheduled for Feb 6, whether it should be split into two smaller meetings.
* Discussed asking Dr. Noland for an extension of the due date to allow for more work time.

Meeting attended by: Larry Calhoun, BJ King, Gordon Anderson, Mike Smith, James Batchelder, Wendy Nehring, Randy Byington, Amal Khoury, Bill Duncan, David Linville, Linda Garceau, Randy Wykoff , Wallace Dixon, Raven Moody

Minutes by: Katie Jeter