**East Tennessee State University**

**Ad Hoc Committee on Budgeting Process**

**Monday, June 15, 2015**

**MINUTES**

**Meeting with President Noland**

* The President would like the committee to attend a meeting in late August or early September to give a presentation to the newly formed University Council.
* The need to visit other institutions that have recently changed their budgeting process was discussed. The committee is interested in speaking with others to get feedback on pitfalls and successes. Dr. Noland suggested also bringing representatives from other institutions to ETSU to allow for public forums. Information would be able to be diffused to more people and would give the process more visibility. Suggestion was made to bring representatives from a variety of positions; department chairs, central administration, etc.
* Public forums will have concern from individuals who fear their departments will suffer from a budget change. Non-academic departments may not easily identify their leaders. Champions will need to be identified so there is transparency in the process. Departments will need to be treated differently than colleges for decision-making.
* The next committee was discussed - who will it include? Representatives from this committee will be necessary for continuity.
* Strategic Planning is the first part of the process and the University Council will begin this work.
* Raven Moody reported on the complexity of the current budgeting process. There are many complications that drive our budget; RODP, summer revenue, graduate programs, to name a few.
* Revenue Centers and Cost Centers were discussed. There are services that all departments must buy in to, but there should also be exceptions.
* Questions were asked regarding the person who will lead the process; the person’s title and whether this person should be someone currently employed by the University or someone who has expertise in the process of changing budgeting practices. This should be a dedicated position, reporting to the President.

Meeting attended by: Larry Calhoun, David Linville, Randy Wykoff , Raven Moody, Wallace Dixon, Wendy Nehring, Gordon Anderson, William Duncan, Michael Smith.

Minutes by: Katie Jeter