East Tennessee State University

Budget Redesign Committee Meeting

August 23, 2016 – 2:00 p.m.

President’s Conference Room

Attendees: Wallace Dixon, Mike Smith, Gordon Anderson, Margaret Pate, David Collins, Larry Calhoun, Kimberly Hale, Katherine Weiss, Mira Gerard, James Batchelder, Dennis Depew, Joe Sherlin, Wendy Nehring, Randy Byington, & Randolph Wykoff

Meeting notes:

The following topics were discussed in regards to drafting a document which will define the new decentralized budget model.

1. **Communication**

* Summarize the goals of the new budget model to the President and the campus community.
* Subcommittee (Weiss, Gerard, and Dixon) will work to define the terms of the new model.

1. **Lessons learned from other institutions**

* Other Institutions Consulted
* RPK Consultants & Academic Impressions
* Miami, Indiana, and Kentucky Universities
* Institutional Budget Model Seminar hosted by the TN Board of Regents University of Memphis & Tennessee Tech
* Ohio University & Wright State University
* Lessons Learned
* Focus on programs and program quality
* The need for a “hold harmless” period
* Ability to carry over funds from one fiscal year to the next
* The importance of a champion for the model
* Subcommittee (Anderson & Smith) will continue to update this list.

1. **Guiding Principles**

* Define base budget
* Control of base budget resides with the college
* Tuition dollars created the same
* Carry over by colleges and an allocation for strategic initiatives
* Subcommittee (Batchelder, Anderson, Pate, Collins) will meet to continue the development of these principles.

1. The committee will meet weekly during the month of September and plan to have a document finalized before September 27, 2016.

*Note Taker: Carrie Guy, Office Manager for the Vice President for Finance and Administration at ETSU*