

Budget Planning Council Meeting Agenda
November 14, 2008
10:00 am – 12:00 Noon
Baker Center 235

Goals of Meeting:

- Identify Three Scenarios for Use in Planning Process
- Update on Status of Communications
- Discuss Supplemental Fee Committees and Complete Identification of Members

I. FY 2010 Budget Planning

A. Discussion of Assumptions (Revenue and Expenditure)

B. Determination of Scenarios to Use for Budget Development

- Finalize Reduction Scenarios (Estimated Expenditures minus Estimated Revenues)
- Provide Guidance to Planning Units to Build Budget Scenarios
 - Provide Targets in November
 - Request Scenarios by Late January/Early February

C. Next Steps: Detailed Review of Centrally Budgeted Items

II. Communicating with the Campus Community

A. Presentations to Classified & Administrative Senates (November 20th)

B. Future Planned Communications

- Detailed Information Regarding Financial Conditions (Next Week)
- Budget Presentation to Senates (Next Week)
- Budget 101 (Next Week)

C. Use of Web-site

III. Supplemental Fee Committees

A. Fee Review & Approval Matrix

B. Student Fee Committee

- General Guidance/Parameters for Fee Requests
- Membership: Student Member Being Identified
- Process Timeline

Distribute Process Guidance to Committee Members	Next Week
Distribute Process Guidance to Planning Units	By Thanksgiving
Submission Deadline (Preliminary)	Late January/Early February
Committee Recommendations to BPC	Late March
Fees to Board of Trustees for Approval	April 24 th

C. General Fee Committee

- Membership: Await Applications for Three Members
- Process Timeline

First Committee Meeting	Week of January 19 th
Meet with General Fee Supported Units	Week of January 26 th
Students Provide Feedback to BPC	Late March

D. Internal Fee Committee

- Membership: Need Representation from BPC and Users of Services
- Process Timeline

First Meeting	During Break
Develop Inventory	December – February
Plan for Communication of Current Fees	February
Develop Rate Methodology for FY 2011 Process	March

IV. Next Scheduled Meeting: November 21, 2008