Members Present: Brock McMurray, Jennifer Altenhofel, Joy Reynolds, Shelley Getty, Amanda Bauer, Sheri Horn-Bunk, Cliff Watts, and Joshua Vazquez

Members Absent: Leslie Minor

Guests: Justin Madding, Recorder

The Budget Committee meeting of September 16, 2020, was conducted by Zoom and called to order by Brock McMurray at 10:31 a.m.

1. Minutes – May 20, 2020

The minutes from May 20, 2020 were approved by consensus.

2. Review of Charter for Budget Committee

McMurray reviewed the charter with the committee. The only updates are to the list of committee members. He explained the role of the Budget Committee and the duties of its members.

The 2020-2021 Budget Committee Charter was approved by consensus.

3. 21/22 Budget Development Calendar

The draft of the 21/22 Budget Development Calendar was reviewed by the committee. Bauer said that this calendar is in alignment with prior years and there are no major changes. McMurray said that after we approve this calendar it will be submitted to Governance Council, and ultimately to the Board of Trustees as an informational item.

The 2021-2022 Budget Development Calendar was approved by consensus.

4. Funding Update for Non-Personnel Resource Requests

The 2019 APR Funded Items List was reviewed by the committee. Madding said that this information is solicited from the various VP areas and compiled into this list. The list is a living document and may be updated as the year progresses as additional funding sources and information become available.

Reynolds requested clarification on when the APR authors are notified if their requests have been funded. McMurray responded that notification comes of the VP area over the request. Altenhofel asked if all of these items have been paid for. McMurray said that some have been paid for and others have been approved to proceed. There was a question about allowable expenses under the CARES Act. McMurray and Bauer provided explanation of allowable expenses.

5. Review of Committee Evaluation and Goal Setting

McMurray presented a draft of the 2019 Self-Evaluation and Goals. The draft was reviewed and discussed. McMurray asked that the committee members think about what goals they would like for the committee to achieve this year and submit them before the next meeting for discussion. The Self-
Evaluation will be completed and approved at the next meeting and submitted to IR before the November deadline.

6. **Meeting Schedule – 3rd Wednesday at 10:30 a.m.**

The committee approved the schedule for meets every month on the 3rd Wednesday at 10:30 a.m.

7. **Accreditation**

McMurray explained the purpose and process of accreditation. He reported that the Financial Resources questions and evidence have all been submitted on time. One of the goals of this committee may be to review the Financial Resources documents in their final form.

Getty asked if the accreditation site visit is scheduled for this year. McMurray said that the site visit will be scheduled for next fall. She asked if Budget Committee members will be interviewed as part of the site visit. McMurray said that members may be interviewed, but it is unlikely.

8. **Other**

None.

Meeting adjourned.

Respectfully submitted by:

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Justin Madding