STRATEGIC BUDGET COMMITTEE (SBC)

MINUTES

October 17, 2019 ~ 1:00-2:00 p.m.

CL735 ~ Human Resources

Attendees: Mike Alexander, Dick Anderson, Andy Bleier, Kyle Klumb, Joy Ruzek, Charles Rybak, Joe Schoenebeck, Patricia Terry, Sheryl Van Gruensven

Excused/Absent: Matt Dornbush, Paula Ganyard, Jamee Haslam, Jennifer Jones, Monika Pynaker, Jolanda Sallmann

Other/Guest: Joan Groessl

1. **Review Minutes from July 18, 2019 Meeting** – Minutes reviewed by Committee members. Attendees updated with no other revisions needed.
   
a. **Discuss Posting Minutes to the Budget Office Website** – Dick Anderson, Budget Director, stated that meeting minutes will now be posted on the updated Budget web page under Strategic Budget Committee.

2. **Review of Charge & Role of SBC during Budget Process** – Dick Anderson, Budget Director, explained how we are in the shadow year. We are preparing for budget season that in many ways will operate similar to previous years, while we continue to learn about and develop processes to support Incentive Based Budgeting going forward. We have invested a lot of time into getting the model set up and working on the allocation metrics. There were some changes on campus that have delayed some processes. The SBC must determine the role that it will play in the budget process and how it will interact with the Budget Allocation Committee and the Executive Budget Committee (Chancellor’s Cabinet).

   Additionally, it is important for members of the Strategic Budget Committee to continue to think about how the committee should function, and the information needed to operate in support of that function.

3. **Metrics Discussion** – Andy Bleier, Budget Analyst, presented information on the metrics and how they flow into the budget model. The Data Analytics Work Group has had a number of offline meetings with the Deans to discuss what is included in the data, and how it is being counted. Additional meetings will be occurring in early November, with the expectation that
final decisions about the metrics will be made before the end of November. Charts detailing the current state of the metrics were provided to committee members.

4. **FY21 Budget Survey** – Dick Anderson, Budget Director, went over survey questions that the Budget Allocation Committee posed to Revenue, Support and Auxiliary centers. A summary of all of the responses was provided to committee members. It was noted that a number of departments/divisions did not respond to the survey. Those that did respond generally provided thoughtful entries. It was decided that area Vice Chancellor’s would assist in requesting participation from areas that did not provide responses. It was reiterated that a significant goal of moving to the Incentive Based Budget model was to enhance transparency and participation across campus, but for that goal to be realized, people must participate in the process.

The goal of the survey is to understand needs across campus and to create visibility for requests. This will allow appropriate Budget Committees to strategically make decisions about how to proceed with items.

5. **IBB Model** – Dick Anderson, Budget Director, spoke on the model and how it is almost complete. Final decisions regarding the allocation metrics still need to be made and meetings are set up for those discussions. Further, the Budget Office in the process of having the main worksheet of the model printed as a large poster. A meeting will be held with the Deans, with members of the SBC and BAC welcome as optional participants (not currently scheduled). At the meeting, members will be able to see the model and begin to understand how the Revenue Centers, Support Centers and Auxiliaries operate and interact with each other.

6. **Next Meeting** – December 12, 2019 ~ 1:00-2:00 p.m. ~ CL735 (Human Resources)