Institutional Effectiveness & Assessment Council (IEAC)
Steering Committee Meeting Minutes

October 31, 2017
President’s Large Conference Room
1:00-3:00 p.m.

Agenda
1. (Discussion) – FY17 Carryforward – Brian Hickenlooper
2. (Discussion) – Discuss the 2019 Operating Budget and Timeline – Brian Hickenlooper
3. (Discussion) – Student Fees Guidance – Lowell Richards

Documents for the Meeting (Provided at the meeting):
None

Items Requiring Follow-up/Action:
None
1. Dr. Woodworth-Ney opened the meeting at 1:03

2. FY17 Carry Forward Process- Brian Hickenlooper- There wasn’t any 2017 carryforward available to give out because the University spent its allocation. There were $6m in requests but they were denied. Those critical projects that are required for the University’s success or safety issues were funded from the reserve funds. Dr. Woodworth-Ney explained the process had there been carryforward. She also believes we won’t have much carryforward in future years because the University is accurately spending its budget.

3. Discuss 2019 Budget- Brian Hickenlooper- The calendar dates for 2019 budget requirements will be close to the same as identified for FY2018 and will be updated and posted in the next seven days. Finance is forecasting for the 2019 budget, and will produce reports for the units. Finance is changing the scope of the IEAC Finance Subcommittee to be more focused on finance projections as a functional organization and will present the budget to the IEAC to provide the group with the bigger picture.

4. Student Fees- Lowell Richards- The student activity advisory board will send out information to the units about student activity fees November 1st. That will give the units 3 weeks to complete their updates. They are asking they come back in Nov 22 and will be presented to the IEAC Dec 7. The student feedback session will take place in January at a date to be determined. Brian Hickenlooper said that the fee policy will be reviewed for a more effective feedback method.

5. Additional Item: Brian Hickenlooper- Finance completed its audit process and there weren’t any findings.