

Budget and Planning Committee
Meeting Minutes
May 31, 2011
Inlow Hall 201

Present: Ken Watson, John Knudson-Martin, Tracy hayes, Dennis Lageson, Beth Upshaw, Shari Carpenter, Ben Stauffer, Darlene Morgan, Katrina Gaines, John Knudson-Martin, Megan Greenfield and Teresa Carson-Mastrude

1) Ken Watson called the meeting to order at 12:05pm

2) APPROVAL OF MINUTES FROM APRIL 27 MEETING

Motion: Beth Upshaw moved to approve the minutes from the previous meeting.

Second: Tracy Hayes

Action: Motion passed

APPROVAL OF MINUTES FROM MAY 11 MEETING

Motion: Beth Upshaw moved to approve the minutes from the previous meeting.

Second: Tracy Hayes

Action: Motion passed

3) OLD BUSINESS:

DRAFT PLAN

The group discussed the Draft Plan and it was noted that the IT Department Audit is now available to the group (including incoming committee members) in "Google Docs". The Final Plan will be released to campus on June 6. Ken asked that any concerns regarding the IT Dept. Audit be emailed to him asap.

4) NEW BUSINESS:

ELECTIONS

The group thanked Ken Watson for his service as Chair of the Budget & Planning Committee. Nominations were then opened for Chair and Vice Chair.

Motion: Katrina Gaines nominated Ken Watson to again serve as Chair.

Second: Tracy Hayes

Action: Motion passed

Motion: John Knudson-Martin nominated Les Mueller to serve as Vice Chair.

Second: Tracy Hayes

Action: Motion passed

Ken noted that the members for 2011-2012 are:

| | | |
|--------------------------|-------|-------------------|
| Mike Heather | 10-12 | A & S Faculty |
| Rosemary Powers | 11-13 | A & S Faculty |
| Ray Brown | 11-13 | Education Faculty |
| Les Mueller (Vice Chair) | 10-12 | Business Faculty |
| Ken Watson (Chair) | 11-13 | Librarian |

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|----------------------|-------|--|
| Joyce DePriest | 11-13 | Admin. Faculty |
| Stephen Jenkins | 11-13 | Admin. Faculty |
| David Lageson | 11-12 | Admin. Faculty |
| Katrina Gaines | 10-12 | Classified Staff |
| Jeff Carman | 11-13 | Classified Staff |
| Lon Whitaker | ** | VP Business, Finance &Facilities |
| Andy Ashe / Sue Cain | ** | Budget Office |
| Demetria Tsiatsos | 11-12 | Student |
| Josh Peters | 11-12 | Student |

Teresa Carson-Mastrude will again serve as coordinator and recorder.

COMMITTEE REPORTS:

PRC: No report as position requests are on hold until release of the Final Budget Plan.

CAMPUS MASTER PLAN: Darlene Morgan discussed the need for review of the Master Plan due to the Conditional Use Permit that will be required due to upcoming construction projects. This should be brought to B&P for review in September.

CAPITAL PROJECTS:

PIERCE LIBRARY: David Lageson reported to the group that SERA Architects will be working on all upcoming projects. Fortis Construction will be on campus soon and will begin work on Ackerman Gym which will be the temporary home of the library. Vacating of the library will begin in August. This project should be completed by July 2012 and fully operational in September 2012.

ZABEL HALL: David reported to the group that the scope of work for Zabel has been reduced due to budget reductions. Roof and exterior will be the first priority of this project. Construction should begin in January 2012 and available for occupancy in September 2012. Office space will be moved to modulars for the duration of construction.

HOKE: David will be meeting with Bob Simonton to discuss funding options for this project.

It was noted by Darlene Morgan that it is crucial for EOU to have a Campus Master Plan to get projects on the OUS Capital Projects lists. The campus community will be involved in the Master Plan Process and Budget & Planning will be the tie to the campus community.

OTHER:

Ken Watson thanked the out-going members for their service and welcomed the new members to the group.

The meeting was adjourned at 12:45pm.

Respectfully submitted,

Teresa Carson-Mastrude