Mastermind Discussion Agenda

Approve Minutes from 9/27/22:
- Robyn moved to approve the minutes. Mel Ewing seconded the motion. The minutes were approved unanimously.

Fee Pot Budget & Update (CS)
- In preparation for the upcoming Biennium, it is time to factor fees into long term planning goals.
  - All the fees, course and program, are reconfigured.
  - The Business Office will send the forms out by the end of November and will be due by the end of January.
  - The Level II submission for Cosmetology will include fees for approval.
    - $100/class and $650 program fee.
    - The Cosmo fees will not be figured into 3% fee allowance.
  - The maximum amount HC can request is a total of 3%.
    - Both ASHC and the CDL program are going to request an increase in fees.
    - Program fees are calculated in total. Course fees are by credit.
    - Check for changes in the program codes.
  - Welding, Aviation, FES, Cosmetology, Metals Tech, and Nursing have program fees. IT would like to add a program fee.
  - If new program fees are added, Valerie needs to have the information to compile the Cost of Attendance (COA).

Cosmetology Classroom Tables & Chairs Purchase
- **Determination:** All requests to allocate funds for a program will be discussed and approved by the BMT. The BMT will also identify the funding source.
  - Reserves, loss revenue funding, or Academic Equipment fee pot.
- The funding source discussion for the Cosmetology classroom furniture will continue at the next meeting.
  - Waiting for the revenue projections from the fall.