

BUDGET MANAGEMENT TEAM MINUTES
WEDNESDAY, MARCH 30, 2022
Virtual Meeting

BMT MEMBERS:

- **Tricia Fiscus**, Asst. Dean of Admin. Affairs (CHAIR)
- **Sandra Bauman**, Dean/CEO
- **Cari Schwen**, Director of Bus. Services
- **Jessie Pate**, Director of IR & Effectiveness
- **Donna Breitbart**, Director of Marketing & Communication
- **John Rutherford**, Director Facilities & Main.
- **Mike Hausler**, Director of IT
- **Ryan Loomis**, Director CEC/SBDC
- **Mary Twardos**, Human Resources Generalist
- **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- **Tammy Burke**, Exec. Dir CTE
- **Valerie Curtin**, Exec. Dir. Compliance/FA
- **Sarah Dellwo**, Exec. Dir. Enrollment
- **Paige Payne**, Executive Assistant to the Dean/CEO (recorder)

Note: BMT canceled 2/16/2022, 3/2/2022, and 3/16/2022

Mastermind Discussion Agenda

2/2/2022 minutes approved.

Budget Update (TF)

- There will be no reductions this year. The budget will stay flat for operations.
 - The 3% tuition increase offsets the 2% staff increase in November 2022.
- The estimation of revenue is based on flat enrollment.
 - If the enrollment is down, there may be changes.
- HC gets more funds in the second year of the biennium.
- HC will apply for the extra performance funding from MUS.
- Spreadsheets will be distributed soon and due back April 20-30.
- Fee pot spending authority.
 - Any funds tagged for the facility reversion must be approved by OCHE.

Fiscal Year-End (CS)

- Any procurement over \$5K must be in the system by May 15.
- ProCard charges must be done by June 1st.
- Complete invoicing for billing by the end of May to June 1st.
- Get late spending on the Business Office's radar.
- Complete GrizMart purchases under \$5000 by early June.
- Information will be published in the MMM.

Cost of Attendance (COA) 2022-2023 (VC)

- The BMT reviewed the entire spreadsheet.
 - Highlight: In-State Tuition Full Time \$21,295* is the COA for 2022-2023 vs. \$19,450 in 2021-2022
 - Books and supplies down 25% due to utilizing open-source materials.
 - Tuition 3% increase
 - 0% fee increase
 - Loan Fees average \$29

- Room and board increased.
 - * Valerie Curtin added \$50/month to the original projection for hotspots and the internet expense.
- Extra funds will not be as available in AY23.
 - SEOG grants are lower than the previous amount. \$20,000+ allotted this year.
 - Students may apply for emergency funds.
 - CTI can assist with the cost of hotspots and internet for students also.