



Planning and Budget Advisory Council Meeting Minutes

Thursday, October 8, 2020

Microsoft Teams Meeting

Called to Order: 9:00 am | Adjourned: 10:24 am

In Attendance: Thomas Hynes, Corlis Cummings, Stephen Schultheis, Shakeer Abdullah, Bill Gruszka, Chase Moore, Jill Lane, Allen Ward, Akwai Agoons, Scott McElroy, Narem Reddy, Nasser Momayezi, Lila Roberts, Lisa Eichelberger, Jacob Chacko, J. Celeste Walley-Jean, Sonya Gaither, Cass Parker, Catherine Matos, Charles Reed, Pat Barton, Ryan Erlacher, Sam Dixon, Susan Duley, David Williams, Faith Morton

1. PBAC— Purpose and Function:

- Dr. Hynes briefly discussed the importance of the Council and the vital work its members perform.
- Corlis Cummings briefly gave a tutorial on how to navigate to the PBAC webpage and how to navigate to the documents on the Council's channel in Microsoft Teams.
- See Related Document:
 - [Budget Build Process Overview](#)

2. Year-End FY20 Spend: Discussion Led by Scott McElroy

- The FY20 Reopening Funding Requests Approval list consists of requests submitted to working groups, departments, or divisions around campus
- See Related Documents:
 - [FY20 Reopening Funding Requests Approval List](#)
 - [FY20 Year-End Funding Requests Approval List](#)

3. FY22 Budget Narrative:

- Corlis Cummings went over the questions on the Narrative and the process.
- The PBI Grant will be going away. A million dollars of campus activities will no longer be supported and a decision will need to be made on which ones are the highest priority. Number 11 on the narrative can be used to look for ways to fund the items that will no longer be supported.

- #13—Auxiliary Services, Campus Life, Housing, and Athletics have been greatly impacted by the pandemic. The departments are having a hard time meeting revenue projections. They are doing everything possible to cut costs.
 - See Related Document:
 - [FY22 Assignments Budget Hearing Narrative](#)
4. **Enrollment:** Discussion Led by Dr. Schultheis
- See Related Document:
 - [PBAC Enrollment Presentation 10-8-2020](#)
5. **Capital Budget/MRR:** Discussion Led by Corlis Cummings
- The Campus Infrastructure project will begin sometime this Spring. It will be disruptive to campus. During this time, we also will take the opportunity to put in conduit for the IT work that needs to be done.
 - See Related Documents:
 - [2020A3 J367](#)
 - [FY21 MRR Recommendation 7/8/2020](#)
6. **Unresolved Budget Issues:**
- Dr. Hynes explained that one time dollar unresolved budget issues are paid by using fringe benefits, tuition from new students, and funds that accumulate during the year that are not spent out of the budget.
 - The PBI grant may be able to cover some of the unresolved budget issues. Dr. Lane will discuss the details with Scott McElroy and Akwai Agoons.
 - You should contact your Vice President to make a request to add any item(s) to the unresolved budget list.
 - See Related Documents:
 - [FY21 Unresolved Budget Issues 10-7-2020](#)

Closing remarks: Corlis Cummings anticipates having one more meeting before the Budget Narrative is submitted.