In Chair Payne’s absence Ona Tolliver called the meeting to order at 11:13 a.m. Ona Tolliver recommended we address the priorities members were asked to bring with them for additional funding. At this time it is our understanding that additional funding from the reserve is up to the President and we have not been provided a specific amount to entertain funding requests for. With that in mind Ona Tolliver recommended that the committee first address current funding then prepare a second tier of requests to send forward for reserve funding. Ona Tolliver reconfirmed that if there are questions the committee has regarding any particular area budget authorities can still be invited in to discuss or asked to replay via e-mail.

Ona Tolliver asked if the committee would you like to approve the budgets as ‘flat’ meaning all areas would get what they received last year and we will discuss allocating additional funds separately.

**Motion:** Kim Harvey Livingston motioned to approve all budgets as flat (including salary adjustments, fringe benefits increases and longevity as required).

**Second:** Kay Pleasant seconded the motion.

**Discussion:** Committee members discussed what the process would be if all budgets were not approved as flat and if funding could be reallocated to different accounts. The committee discussed that $8,000 simply isn’t enough to allocate as additional and individual review of accounts might allow for additional funding.

Dr. Patterson inquired whether we have end of year breakdown of accounts or knowledge if areas used all of their allocated M&O and Travel. Ona Tolliver confirmed we do not have that from the budget office for a variety of reasons but if the committee requested it could be provided but we do not know the timeframe that would require. Ona Tolliver cautioned the committee that while some cost savings equal end of year funding being returned if you allocate based on end of year numbers you may be considering something that is effective only one year or only one area. Individual committee members discussed examples of areas that could use additional support and their desire to talk to a budget authority before reducing any one area or budget. Dr. Patterson cautioned that removing funding from accounts may not yield as much funding as one would expect or as the committee would like to allocate. Ona Tolliver stated that if an area in particular has not asked for additional funding then allocating flat budgets would still allow the committee to have discussions with that area regarding how they are allocating within their account but the committee should not entertain reducing budgets to provide additional allocations to accounts that have not asked for additional funding. The committee discussed that if funding was removed from an area it should be applied to the priorities submitted for review this year and that the committee could encourage budget authorities that did not request additional funds to evaluate within their budgets specific programs or areas and bring those forward in the future. The committee discussed specifically events hosted on-campus and the student body’s awareness of them, audience turn out, promotion of events and how all that can effect might affect their allocation. Dr. Patterson reconfirmed to the committee that evaluating budgets, how many students are served by an area or program, etc. is important but it is not the charge of the committee to ‘tell’ a budget
authority how to reallocate their money or micro-manage an account; the charge is to review the budgets and we deal with the allocations as committed and requested then trust these budget authorities to execute.

Ona Tolliver restated the motion on the floor and called for a vote.

**Vote:** (4) in favor (1) opposed; motion passes.

Ona Tolliver reconfirmed that the committee does have the ability to send a recommendation message to budget authorities to provide input and feedback to them and the end of the allocation process. She asked the committee to a review of each of the accounts to confirm amounts allocated, and evaluate each of the flat accounts.

Dr. Patterson confirmed that increases to salaries, fringe benefits and longevity were included in the FY 15 requests for all Student Service Fee funded employees which significantly limited the additional available allocation and is not true of all other fee accounts.

**Motion:** Kim Harvey Livingston motioned to approve AVP for Student Affairs budget at $2,650 for FY15

**Second:** Kay Pleasant seconded the motion.

**Discussion:** no discussion

**Vote:** (5) in favor; motion passes.

**Motion:** Kim Harvey Livingston motioned to approve Career Services budget at $142,118 for FY15

**Second:** Kay Pleasant seconded the motion.

**Discussion:** no discussion

**Vote:** (5) in favor; motion passes.

**Motion:** Kim Harvey Livingston motioned to approve Cheerleading & Mascot budget at $46,104 FY15

**Second:** Mike Reed seconded the motion.

**Discussion:** no discussion

**Vote:** (5) in favor; motion passes.

**Motion:** Kay Pleasant motioned to approve Co-Curricular budget at $47,967 for FY15

**Second:** Mike Reed seconded the motion.

**Discussion:** The committee discussed how this account funds student organization travel to conference, research activities, etc. and is disbursed through the dean’s offices across campus and that this funding is often not the exclusive funding for a trip. **Follow up question:** The committee will ask the budget authority if any of these funds are used to support faculty travel on these trips or if faculty travel is funded by the departments.

**Vote:** (6) in favor; motion passes.

**Motion:** Kim Harvey Livingston motioned to approve Commencement budget at $20,100 for FY15

**Second:** Kay Pleasant seconded the motion.
Discussion: The committee discussed the cell phone stipend in this account and clarified that it is used by the director throughout the year and to coordinate the event before and on the day of (based on answers previously provided by the budget authority to the committee).

Vote: (6) in favor; motion passes.

Motion: Kay Pleasant motioned to approve Counseling & Testing budget at $407,412 for FY15
Second: Whitney King seconded the motion.
Discussion: no discussion
Vote: (6) in favor; motion passes.

Motion: Kay Pleasant motioned to approve Dance budget at $27,694 for FY15
Second: Mike Reed seconded the motion.
Discussion: no discussion
Vote: (6) in favor; motion passes.

Motion: Mike Reed motioned to approve Debate budget at $41,958 for FY15
Second: Samantha Payne seconded the motion.
Discussion: The committee discussed why the debate team is funded from this pool of money and what they spend their funding on. Ona Tolliver confirmed that this is an entity that submitted a request and that in the future additional entities could ask for funding as well then would likely receive that moving forward based on the way the budgeting process works at this time. Follow up question: The committee will ask the budget authority to provide an itemized breakdown of how the account is used including the tournaments they compete in and number of students that travel to or complete in each as well as what other means of funding they have and what forms of fundraising they do.
Vote: (6) in favor; motion passes.

Motion: Mike Reed motioned to approve Emergency Management budget at $13,750 for FY15
Second: Kay Pleasant seconded the motion.
Discussion: no discussion
Vote: (6) in favor; motion passes.

Motion: Kim Harvey Livingston motioned to approve Enrollment Service Center budget at $6,000 for FY15
Second: Kay Pleasant seconded the motion.
Discussion: The committee discussed that the allocation looks similar to last year and that clarification on specific items (like fax machine) would help give a clearer picture in the future of how funds are used.
Vote: (6) in favor; motion passes.

Motion: Kay Pleasant motioned to approve Financial Aid budget at $169,686 for FY15
Second: Mike Reed seconded the motion.
Discussion: The committee discussed how diverse the spending in one account can be and the wide scope of funding in so many differing accounts and the need to look in-depth at each account so they can be evaluated to be funded from other sources if at all possible. The committee discussed that would be a longer process and may involve moving an account to other funding sources over a period of years to allow for additional funding in other student service fee accounts or new initiatives. They confirmed that the Financial Aid office does receive additional funding of $200,000 for 5 employees but

Vote: (6) in favor; motion passes.

Motion: Mike Reed motioned to approve Greek Life budget at $77,312 for FY15

Second: Kim Harvey Livingston seconded the motion.

Discussion: no discussion

Vote: (6) in favor; motion passes.

Motion: Kay Pleasant motioned to approve Internet Television Broadcasting budget at $7,380 for FY15

Second: Mike Reed seconded the motion.

Discussion: The committee discussed how much ITV is still being done on campus and was informed that this is really for the purchase of equipment upgrades.

Vote: (6) in favor; motion passes.

Motion: Kay Pleasant motioned to approve Intramurals budget at $87,228 for FY15

Second: Whitney King seconded the motion.

Discussion: The committee discussed wanting to see the details of how this account is using the funds allocated. Follow-up question: The committee would like to invite the budget authority to come to the next meeting to how they are utilizing the account and to provide a more detailed breakdown of the accounts allocations.

Vote: (6) in favor; motion passes.

Motion: Mike Reed motioned to approve Leadership & Service budget at $54,961 for FY15

Second: Kay Pleasant seconded the motion.

Discussion: The committee discussed phone charges and the vast differences in phone charges over the accounts and Dr. Patterson recommended that next year some uniformity could be instituted to address this issue.

Vote: (6) in favor; motion passes.

Motion: Kim Harvey Livingston motioned to approve Learning Communities budget at $25,992 for FY15

Second: Whitney King seconded the motion.

Discussion: The committee discussed what Learning Communities are on this campus and others. That they offer teaching study skills for a group of students that come together that work together with faculty and instructors that relate to improving their educational experience. That these experiences can allow freshmen to prepare for their major before getting into the upper-level classes and form a kind of a cohort. Follow-up question: The committee will ask the budget authority to attend the next meeting to provide additional information on what Learning Communities are on this campus and how they serve our students.
Vote: (6) in favor; motion passes.

Motion: Kay Pleasant motioned to approve Patriot Center budget at $34,620 for FY15
Second: Mike Reed seconded the motion.

Discussion: The committee discussed why this cannot be funded from the Rec Facility Fee of $538,000.
Follow-up question: The committee will invite the budget authority to the next meeting to discuss why this account is funded from student service fees rather than the recreational facility fee.

Vote: (6) in favor; motion passes.

Motion: Mike Reed motioned to approve Pep Band budget at $1,500 for FY15
Second: Kim Harvey Livingston seconded the motion.

Discussion: no discussion

Vote: (6) in favor; motion passes.

Motion: Kim Harvey Livingston motioned to approve Residence Life Programming budget at $3,000 for FY15
Second: Whitney King seconded the motion.

Discussion: no discussion

Vote: (6) in favor; motion passes.

Motion: Mike Reed motioned to approve Student Activities budget at $148,135 for FY15
Second: Kay Pleasant seconded the motion.

Discussion: The committee discussed specific line items and increases (officer meetings, cinema) and Ona Tolliver informed the committee that this account’s request has been eliminated and areas have been reallocated to other accounts as appropriate to allow for there to be any funding available to allocate for this committee. The committee discussed a desire to review surveys and attendance from events as well as allocations from previous years to get a better picture of this account and how the decisions are made and what is funded by which areas. Follow-up questions: The committee will ask the budget authority to provide a detailed account of how funds were used for the last 2-3 years along with event attendance to see how it correlates to enrollment increases. The committee will invite the budget authority to the next meeting to discuss structure of the Campus Activities Board and survey information from events if provided.

Vote: (6) in favor; motion passes.

Motion: Kay Pleasant motioned to approve Student Government Association budget at $50,960 for FY15
Second: Whitney King seconded the motion.

Discussion: The committee discussed the changes to funding of the officer positions effected by PeopleSoft.  Follow-up question: The committee will confirm with the budget authority whether there are any other reasons that the officer position funding was changed to hourly or if it is exclusively because of PeopleSoft.

Vote: (6) in favor; motion passes.

Motion: Mike Reed motioned to approve Student Life & Leadership budget at $227,481 for FY15
Second: Kay Pleasant seconded the motion.
Discussion: no discussion

Vote: (6) in favor; motion passes.

Motion: Kay Pleasant motioned to approve Student Outreach budget at $61,628 for FY15
Second: Whitney King seconded the motion.

Discussion: The committee discussed this account primarily funds the student money management office and is outreach to all students on all campuses (including Houston).

Vote: (6) in favor; motion passes.

Motion: Kim Harvey Livingston motioned to approve Student Publications budget at $83,605 for FY15
Second: Whitney King seconded the motion.

Discussion: no discussion

Vote: (6) in favor; motion passes.

Motion: Kay Pleasant motioned to approve Veteran’s Resource Center budget at $82,760 for FY15
Second: Whitney King seconded the motion.

Discussion: no discussion

Vote: (6) in favor; motion passes.

Ona Tolliver indicated that she did not receive a response from a quorum of the committee regarding the electronic vote request for $1,500 (maximum) for the cheerleaders to accompany the basketball team to the NCAA tournament in Memphis.

Motion: Kay Pleasant motioned to approve travel costs up to $1,500 from Student Service Fee reserves to cover cheerleader expenses to the 2014 NCAA tournament in Memphis.
Second: Whitney King seconded the motion.

Discussion: no discussion

Vote: (5) in favor, (1) opposed; motion passes.

Ona Tolliver clarified that one time funds could be requested for anything and that the committee could fund a potential on-going item with a one-time fund allocation (with the exception of positions) and recommend that the budget authority work to secure additional funding or reallocate within their account.

The committee discussed that these kind of allocations may help counteract the problem we have with increased account bases that don’t allow for as much available funding. Ona Tolliver confirmed that the committee does have the ability at the end of the process to send a clear message that we are only able to recommend funds for one year to support an area or priority.

The committee discussed their individual recommendations for the remaining $8,121 allocation to be discussed in depth at an upcoming meeting and posted to BlackBoard for review.

Meeting adjourned at 12:22 p.m.

Respectfully submitted,
Katy Cline