I. Action Item
   A. Approval of April 26, 2018 minutes

II. Information/Discussion Items
   A. Report on 5/24 Board of Regents meeting and FY19 Budget Status
   B. Comments/Questions on “Enrollments Needed by” calculation
   C. Suggestion Box and Doing Our Part
   D. Mission, Vision and Values status
   E. Budget Task Force status
Planning and Budgeting Committee (PBC)

May 31, 2018

PBC Members Present
Pat Cuchens, Jamie Hester, Glen Houston, Nick Kelling, Usha Mathew, Pat McCormack, Tim
Michael, Rhonda Thompson, Gracie Villarreal, Ed Waller, Paul Withey

Alternates Present
Tim Richardson, Kathryn Matthew, Leigh Ann Shelfer, Chloris Yue, Caroline Crawford

PBC Members Absent
Darlene Biggers, Deja Sero, Patrick Fetterly, Michelle Peters, Cengiz Sisman, Karen Wielhorski

Guest
Lisa Gossett

Action Item

Approval of Minutes
The Chair asked if there were any changes or corrections to the April 26, 2018 minutes. With no
changes noted, a motion was made and seconded to accept the minutes as presented.
(Motion passed)

Information/Discussion Items

May 24, 2018 Board of Regents Meeting/FY19 Budget Status
Dr. Houston said the BOR approved our three degrees Bachelors and Masters in Occupational
Safety and Health, and the Masters in Clinical Mental Health Counseling. He said we are now in
the 30-day comment period and he does not anticipate any comments.

Ms. Usha Mathew reviewed the FY19 Budget with the committee (see charts below). She said in
the near future, they would present the budget to the university as a whole. In addition, the FY19
Budget will be posted to the Budget Office website. Ms. Mathew noted that the $37 million for
Capital is not a major source of revenue. It is bonds that were issued that we have to pay over the
next 30 years. The $16,520 for Contract and Grants comes from the Office of Sponsored Programs
and she will be requesting the details for this number.
Ms. Mathew said all of the information that was presented to the board can be located on the Board of Regents website at BOR Materials

**Enrollment Needed By (calculation)**
Dr. Michael reviewed Dr. Houston’s handout from the April 26, 2018 meeting. He said the explanation is revenue generated from statutory and designated tuition. Using his own information, Dr. Michael gave an example to the committee of how the $1/11^{th}$ is calculated (his salary divided by eleven then divided by 3 credit hours). Dr. Houston said due to different courses having different rates it would be difficult to include formula funding in this calculation. This calculation does not include Differential Designated Tuition (DDT) or benefits. Dr. Michael noted that this was the type of calculation that would be needed going forward in order to create a budget model that reflected revenues and costs correctly.

**Suggestion Box and Doing Our Part (see attached)**
Dr. Michael said he would like to see the Suggestion Box and Doing Our Part as a long-term process and encouraged everyone to participate. He said he would clean up the list and send a revised version to the committee during the summer.

**Mission, Vision, and Values Status**
Ms. Usha Mathew said they were sending a survey and Dr. Michael encouraged your folks to do the survey.

*Note: It was confirmed after the meeting that the survey date had passed, so any comments about the MVV statement should be addressed to committee members from each area or to other representatives.*

**Budget Task Force Status**
Dr. Michael said the Budget Task Force Committee is reviewing different budget models. They will propose a budget model that will work the best in terms of position budgeting and will make their recommendation to Dr. Blake. They are looking at a model that is more revenue centric. Dr. Michael said the other thing in play with the Budget Task Force Committee is an information system that is currently being used by UH.

*Note: It was confirmed that the UH system is Hyperion.*

With no further business to discuss, this meeting was adjourned.