1) Background of the budget process:

a. Budget request and proposal requirements (must meet one of four requirements) 1) Written in the Strategic Plan. 2) Written in the Program Review. 3) Meets Health and Safety Needs (Dangerous conditions that will break or tear a limb, etc.) or 4) Additional Operational Needs.

b. Governing bodies prioritizes the total budget request. (GOV bodies are: FSEC, SSEC, KKW, and ASUH).

   i. Scoring for budget request
      1. High (not more than 1/3): 3 points
      2. Medium (not more than 1/3): 2 points
      3. Low: 1 point

   ii. Ranking for budget request
      1. 2.26 and above (Tier 1)
      2. 1.26 – 2.25 (Tier 2)
      3. 1.25 and below (Tier 3)

c. Current budget request and proposal status:
   i. 89 forms carried over from last fiscal year.
   ii. Total of 114 needs to be looked at this year.

d. Town hall meetings:
   i. Requester time to pitch their budget request (will be timed).
   ii. All governing bodies will or should attend.

2) Where we were in spring FY13:

a. Unexpected expenditures for the renovations of building 7 (movers over $100,00, boxes, etc).

b. ~$108,000 was funded to health and safety budget request (i.e. autobody)

c. Brian attended a UH budget meeting:

   i. UH systems funded schools in accordance to a performance request model (old).
ii. UH systems now funds schools with a pillar form model. This type of model will reduce the amount of funds given to the community colleges. (Funds are being pushed towards the university).

3) Where are we now (waiting for budget plan spreadsheet from Brian):

   a. According to HonCC budget plan in 2016 a possibility of massive lay-offs or cuts may occur because the school will be deficient in funds (about 1.6 million then rising every year). We will have little or no reserve funds. Large part has to do with salary increases.

   b. Prior approval from budget request:

      i. Diesel program will get an APT position
      ii. MELE position?
      iii. 3.0 Budget request will be granted
      iv. IT will get funding but in intervals

4) Goals

   Now
   a. Operate on a flat budget
   b. Increase student count (retention)
   c. Raise facility cost

   Future
   a. Assess new and old positions (MELE, Diesel, etc.)
      i. If the position didn’t impact or increase student count then get rid of position.

   b. 2016 program will be asked to find other means of monies