

BUDGET MANAGEMENT TEAM MINUTES
TUESDAY, JANUARY 31, 2023, AT NOON
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
- **Abigail Rausch**, Director of Marketing & Communication
- **John Rutherford**, Director Facilities & Main.
- **Mel Ewing**, CIO
- **Ryan Loomis**, Director CEC/SBDC
- **Mary Twardos**, Human Resources Generalist
- **Robyn Kiesling**, Exec. Dir. Gen Ed & Transfer
- **Stephanie Hunthausen**, Exec. Dir CTE & DE
- **Valerie Curtin**, Exec. Dir. Compliance/FA
- **Sarah Dellwo**, Exec. Dir. Enrollment
- **Paige Payne**, Executive Assistant to the Dean/CEO (recorder)

Pre-Reads:

Mastermind Discussion Agenda

Approve January 11/17, 2023, Minutes

Cari S. motioned to approve the minutes. Jessie Pate seconded the motion. Approved.

Fee Discussion (CS, TF)

- Fees requests are due on Friday, February 3, 2023
- Stephanie is restructuring the fees to match UM's by rolling course fees into program fees.
- Gen Ed is decreasing certain fees but attaching the fee to more courses for cloud access. \$300 to \$350.
 - Elementary and math fees are going away.
 - Cisco fee pot will be obsolete. Submit a new guideline for the fee pot.
 - Subscription and subscription fees added to IT.
- Upload separate sheets for each program into the FEES FY24-25 Folder in MS teams.
- March BOR item: Proposal to phase out the mandatory online fee in three years and implement a technology fee across the board. The current online fee pot will be obsolete after 3 years.

Revisit BMT Structure

- Evaluate your role as member of BMT. Do you want to be a full-time member, part time member during budget months, and suggest additional members?
 - Add faculty and staff members.