

BUDGET PLANNING COMMITTEE (BPC)

Wednesday, *December 7, 2016*, 3pm SS 104

Notes

1. MEETING CALLED TO ORDER: Present: Michael Dennis, Kintay Johnson, Steven Roper, Julia Peterson, Crislyn Parker-support (Meeting consists of only the two BPC Co-chairs, and chairs of the FTC and TPC.)
2. ACTION
 - 2.1. Decide Which Integrative Planning Functional Committee Is Responsible for Ranking Which Resource Requests.
 - Sub-group completed parsing the resource request list. Discussed and agreed that instructional materials requests would be ranked by the BPC.
 - Conflicts in Life/Safety rankings will be determined by the chairs of each functional committee.
 - BPC tab rankings (which are the whole committee) are due to BPC chairs no later than January 11. The committee will meet on January 18 to complete the BPC rankings as a group.
3. DISCUSSION
 - 3.1. 2017-2018 BPC, FPC, TPC Scoring Rubric.
 - The group reviewed the rubric and process. It was agreed to use a range of scoring on the first rubric criteria, Safety and ADA.
 - Sub-group confirmed that no ranking will occur for items under \$3,000- these will need to be funded through divisions or areas.
4. FUTURE AGENDA ITEMS
5. OTHER
 - *Discussion* of possibly including an ‘*instructional materials*’ choice on the dropdown tab of the program review templates under the resource request tab.
 - *Discussion* that more data needs to be included to help with ranking. Also that the justifications are not always clear or aligned with institutional documents.
 - Group discussed some of the rationale behind some of the BPC processes regarding ranking. Information that can go to the Program Review Committee:
 - More data included in justifications
 - Clear links to institutional documents (not just, for example, “goal 5” but what specifically under goal 5 and what document
 - Clear language on what is needed (layman terms)
6. ADJOURN MEETING