



ATTENDEES	Cynthia Matson, Darrell Morrison, Michael Sala, Stephanie Carbajal, Jo Anna Benavides-Franke, Stefanie Wittenbach, Edward Westermann, Holly Verhasselt, Elizabeth Murakami, Lorri Webb, Corinna Ross, Sherita Love, Steven Olswang, Dr. Eric Cooper, Nan Palmero
ABSENT	Eugene Ramirez

- I. Call to order
 - a. Darrell Morrison opened the meeting at 1:33 p.m.
- II. General Overview
 - a. Phase I Budget has been approved by the board
 - b. URC will make recommendations to the president
 - c. Review
 - i. Budget Priorities
 - ii. Operating Revenue Budget
 1. Conservative estimate on Tuition and Fees
 2. 2.2% increase on University Service Fees
 3. Raised cap from 14 FTE's to 15 FTE's
 - iii. Operating Expenditures Budget
 1. Merit is contingent on fall enrollment
 2. \$ 2,085,450 available for allocation after compensation, debt service, scholarships and service contracts/utilities
- III. Academic Affairs Requests presented by Dr. Steven Olswang
 - a. Positions that were filled under comprehensive expansion are already budgeted for
 - b. Includes new positions, travel, software and tutors in each college, institutional research and library
 - c. Adds the cost increases for database use
 - d. Addition of cybersecurity lab
 - e. Includes accreditations in College of Business and College of Education & Human Development
 - f. Reserve for Faculty Travel
- IV. Student Affairs Requests presented by Dr. Eric Cooper
 - a. Student Engagement & Success
 - i. Requests include new positions, programming, professional development and software needed for incoming freshman. Also includes a Witte Museum institutional membership for students, staff and faculty.
 - b. University College
 - i. Requests includes additions to infrastructure, programming, new positions, travel, scholarships.
 - ii. Scholarships- President's Leadership Class
 - iii. Further inquiry was made on the Second Year Transition Coordinator and Success Coaches
 1. Coordinator position would bridge first year office and student academic success
 2. Five Student Success Coaches would be sure students transition at each year
 3. Operations and Maintenance costs for student academic success center are added to purchase testing materials
 - iv. Education Advisory Board- software to track students and pulls information from Banner



1. Phasing out Retention Pro Software
 2. Also replaces Tutor Track and SARS
 3. EAB will also Benefit Institutional Research
- V. Enrollment Requests
- a. Include financial literacy and default management system services now that we are separate from Kingsville and accepting FAFSA starting in October
 - b. Several new positions
 - c. Financial aid supplies including postage
 - d. Travel
 - e. Three coordinators for the Center for Experiential Learning (Faculty)
 - i. Comments were made in regards to the need for three coordinators. Should the Director handle these duties until we are larger?
 - f. Student Media Program Website- Student request from The Mesquite Newspaper
- VI. Business Affairs Requests presented by Darrell Morrison
- a. Computer refresh program- Classrooms and students will now have priority
 - b. Professional Development in Contracts Management and Human Resources
- VII. University Advancement Requests presented by Nan Palmero
- a. Promotion materials
 - b. University Vehicle for marketing
 - c. Travel and professional development
 - d. Student Assistants
 - e. Requests will need to be approved by new VP for Advancement once he arrives
- VIII. Summary of Requests
- a. Budget office will continue to narrow down priorities by division
- IX. Next meeting: Wednesday, May 18th at 4 p.m.
- a. Committee requests:
 - i. Percentages by area
 - ii. Include an organizational chart for each division
 - iii. Phase I Requests for downward expansion
 - iv. Color code
 1. Blue for what was covered under downward expansion
 2. Red for new requests, etc.
- X. Meeting Adjourned at 3:30 p.m.