

## Budget Issues Committee Meeting Agenda

June 15, 2022

Quarterly Meeting via Microsoft Teams

Attendees: Donell Nixon (GGC), Melanie White (CSU), Traci Williams (FVSU), Benjamin Scott (ITS), Scott Mussak (GT), Shana Yorkey (VSU), Antrameka Knight (KSU), Marion Ryant (ASU), Stephanie Loveless (GHC), Rachel Bartlett Cruz (UGA)

Absent: Amanda Funches, Jason Matt, Josefina Endere

In Amanda Funches (MGSU) absence Shane Allen (MGSU) took meeting minutes.

Guests: Liz Duclos, Jonathan Meyer, Melana Carpenter, Susan Mcculough, Zach Rigole, Alec Shepherd, Leigh Ann Tate, Cole Stratton, Shane Allen, Jason Conely, Rashida Dunn

### 1. Welcome and Approval of Minutes

- Donell Nixon called the meeting to order at 1pm and asked for motion to approve last meeting's minutes. Shana Yorkey made a motion seconded by Melanie White.

### 2. New Business

- Kennesaw SharePoint presentation
  - Antrameka Knight gave a brief overview of KSU's use of SharePoint and introduced Cole Stratton who demonstrated their use of the application.
  - KSU creates "links" for its divisions which can be used to create excel workbooks in real time.
  - KSU compiles information from these and other sources for analysis in developing the yearly budgets.
  - Antrameka closed out the presentation commenting KSU did not move to SharePoint overnight but phased in its use with complete cooperation from end users.
  - Presentation was opened to questions and answers which included:
    - When does KSU begin the process? February
    - Do the VPs bring forward new requests in SharePoint? Use by VPs is planned beginning FY24.
    - Does IT need to be involved? No, the application is user friendly and easy to maintain.
    - Are data changes tracked? Yes
- Budget Prep Lessons Learned
  - Benjamin Scott highlighted what would be covered in the session scheduled for 06/22.
    - Most issues to discuss will be because of bad data not processes.
    - No future updates planned at this time.

- ITS continues to accept change requests.

### 3. Questions, Concerns & New Agenda Items

- Academic Restructuring was discussed with no definitive information given. Donell asked USO to reach out to appropriate divisions for more information that could be brought back to the committee.
- Benjamin Scott mentioned Academic Year Pay which will eliminate the need for short work breaks for 10 month faculty. AYP interfaces with contracts which must be accurate. MCOP rows would still be needed for supplemental pay and overloads. Further information to come.
- The next meeting will be scheduled at USG Interact if the conference takes place which has not been announced otherwise will take place via Teams.

### 4. Meeting was adjourned 1:54pm.