

Budget Issues Committee Meeting Agenda

December 13, 2021

Quarterly Meeting via Microsoft Teams

Members Present: Amanda Funches (MGA), Donell Nixon (GGC), Melanie White (CSU), Traci Williams (FVSU), Benjamin Scott (ITS), and Jason Matt (USO), Denise Floyd (GSU), Scott Musak (GT), Shana Yorkey (VSU), Antrameka Knight (KSU), Marion Ryant (ASU), ,Donna King (ABAC), Stephanie Loveless (GHC)

Guests: Lorraine Moyer, Cole Stratton, Scott McElroy, Isabel Lynch, Brandi Waters, Stephanie Nakamura, Gerald Sullivan, Cliff Gay, Shane Allen, Liz Duclos, Leslie Judkins, Lisa Godfrey, Brett Garrett, Maurena Maynor, Leigh Ann Tate, Jason Conley, Samantha Paul, Susan McCullough, Susan Ridley

1. Welcome and Approval of Minutes

Amanda Funches called the meeting to order at 10am and asked for a motion and second to approve the minutes with Scott Mussak, GA Tech making a motion and seconded by Antrameka Knight, KSU.

2. Reserve Reporting Discussion

Reserve expense tracking was further discussed by the group which included:

- Department IDs – creating new department IDs to track spending. This is being done at the system office and Jason Matt shared their process with the group.
- Project IDs – creating new project IDs to track spending
- Program Codes – using program codes to track spending. GA Tech is able to do this using Work Day

Jason further discussed the reserves report to USG making several points which included:

- Keep audience in mind when making CF decisions
- Summarization of similar purchases & funds
- Have expenditure strategic plans for CF and do not use blanket statements (Ex. Funds will be used to support operating costs.)
- When having on campus discussion inform departments the importance of the CF reporting stressing the state can take steps to make the use of reserves difficult and possibly eliminate entirely
- Auxiliaries and Student Activity CF reporting is expected in the future
- Always keep transparency in mind when making CF decisions

Educating campus points of contact was briefly discussed.

- GGC has met with department and is stressing the “new norm” with budget managers
- GA Tech shared departments with CF funding have been asked to limit CF spending to 3% of the original budgeted base amount as provided by the Budget Office

3. New Business

- BIC members needed.
- BP UAT release with a Kick off UAT scheduled for January 20
- No Budget Conference in FY22
- Hiring issues across all institutions

With no further business the meeting was adjourned.