University Budget and Finance Committee  
Friday – September 16, 2016  
11:00 a.m. (Pac) 12:00 p.m. (Mtn)  
Administration Building 316

Meeting Minutes:

Attendance:

Darryl Woolley, Mike Anderson, Shenghan Xu, Patrick Hrdlicka, Allan Caplan, Peter Allen, Kerri Vierling, Dale Pietrzak, John Wiencek, Brian Foisy, Paul Amador, Sacha Jackson, Mary George, Ananth Jillepalli, Paul Hawkins

Introductions:

Brief introductions of new and returning members.

Provost Comments/Committee Scope:

Provost Wiencek provided opening remarks and commented on how the committee’s work was utilized in the budgeting process last year and highlighted that several requests were allocated funds. Further discussion about how the committee’s scope may change based on the needs and evolution of the Budget Request Process. The committee was encouraged to use the Strategic Plan to guide their evaluations and decisions. Guidance about how the committee might categorize proposals in a way that would help in determining what was of highest priority for the University of Idaho was also provided.

Vice President of Finance Brian Foisy provided a brief summary of where funding for these proposals can come from and how the University Budget and Finance Committee can assist in determining where funds are allocated based on the priorities of the University.

Review Budget Proposal Workflow, Schedule and Application:

Darryl Woolley concluded the meeting and decided at the recommendation of some of the members a poll would be conducted to decide on the time for the next meeting on Friday, September 23. Emails to begin the process of refining the online proposal forms and provide additional information and reminders would be distributed prior to the next meeting.