

<p>Finance Council Business:</p>	<ul style="list-style-type: none"> • Call to order <ul style="list-style-type: none"> ○ Meeting called to order at 3:07 • Approve Meetings Minutes <ul style="list-style-type: none"> ○ November 20, 2015 -Approved
<p>General Business:</p> <p>Attending: Robin Geyer, Chair Greg Holmes, Vice Chair Brian Kelly Dennis Gilbert Jennifer Steele Todd Smith David Nickels Dawn DeWolf Tasha Briquet</p> <p>Not Attending: Rose Ellis Bob Baldwin</p>	<p>Planned Topics:</p> <ul style="list-style-type: none"> • Agenda Review/Changes <ul style="list-style-type: none"> ○ Move projections to the end of the meeting and add 2015 audit to this item ○ Make sure we have a line item for feedback on current budget work on each agenda • Report/Announcements <ul style="list-style-type: none"> ○ Finance Council web page has 3 sections: Agendas, Minutes, and Other Items. At Chairs/Vice Chairs Meeting Dec. 3, 2015 we were asked to post our Work Plan to the website. <ul style="list-style-type: none"> ▪ Approved: Post draft Work Plan; ensure we make the draft status clear ○ The Finance Council e-mail distribution list in GW has been updated to include Todd Smith. Note: it does not include students because they do not have College email addresses. ○ 2015-2016 Projections, Article on PERS, 2015 Audit – Greg • Long Range Financial Plan (using the <i>Government Finance Officers Association – Best Practices</i> www.gfoa.org/long-term-financial-planning-0) • Work Plan Discussion: <ul style="list-style-type: none"> ○ Jennifer Reviewed the updated draft of the work plan ○ Add: Meet with Budget & Finance Subcommittee of College Council with the goal of reexamining and developing a shared understanding of roles now that the Finance Council has been re-established <ul style="list-style-type: none"> ▪ Note: This should not prevent us from moving forward with our Work Plan and work ○ Change item 3, form ad hoc “subcommittee” instead of “workgroups”. Subcommittee volunteers: Greg, Dennis, Todd, Tasha, Robin, David, Jen. ○ Provide feedback to College Council on the annual budget development process per the Finance Council Charter. Deadline: May. ○ Work Plan Approved • Review Draft Letter and Questions <ul style="list-style-type: none"> ○ What are the goals of the letter? <ul style="list-style-type: none"> ▪ Summarize the thinking that is occurring around the college; inform productive conversations ▪ Gather baseline information about the current state of financial planning, analysis and forecasting

	<ul style="list-style-type: none"> ▪ Want to look at facts and current state inventory and avoid opinions ▪ Need to be sure that the questions can be answered by non-accountant types ▪ Suggested wording changes from Dennis <p>Other ideas/Discussion Points:</p> <ul style="list-style-type: none"> • Future agenda item: <ul style="list-style-type: none"> ○ 2015-2016 Projections ○ How Other Payroll Expenditures (OPE) is calculated ○ Staffing reports ○ Unit Planning data ○ Budget docs – acronym list ○ PERS analysis ○ ACA analysis ○ Credit and FTE estimates ○ FTE for the last 20 years, fundable and reimbursable
ACTION ITEMS:	<ul style="list-style-type: none"> ○
Adjourn	<ul style="list-style-type: none"> • Wrap up <ul style="list-style-type: none"> ○ Adjourn 4:31
Meeting Schedule (3pm-4:30pm in 03/216):	<p>*October 2, 2015 October 16, 2015 November 6, 2015 November 20, 2015 *December 4, 2015 December 11, 2015 December 18, 2015 January 15, 2016 February 5, 2016 February 19, 2016 March 4, 2016 March 18, 2016 April 1, 2016 April 15, 2016 May 6, 2016 May 20, 2016 June 3, 2016 June 17, 2016</p> <p><i>*Oct 2 was canceled *Dec 4 was rescheduled to Dec 11 due to Core Themes Forum conflict</i></p>
Membership for 2015-2016:	<ul style="list-style-type: none"> • VP for College Operations (1) – Brian Kelly • VP for Academic and Student Affairs (1) - Dawn DeWolf • Chief Financial Officer (1) – Greg Holmes • Classified (2) – Bob Baldwin and Robin Geyer • Faculty (2) – Dennis Gilbert and vacant • Managers (2) – Rose Ellis and Todd Smith • Students (2) – David Nickles and Tasha Briquet • Strategic Planning and Budget Officer (1) - Jennifer Steele • Additional members by position (0-4) – vacant