

Budget Committee	Feb 28, 2024 I. Call to Order – 1:05 PM	Zoom Meeting
Members Present	Casey Otto (Chair), Chelsie Hamtak (Vice Chair), Heather Rikalo, Randy Miller, Songhai Liu, Katy Edmunds, Phyllis Mason, Benny Buchanan, Thomas Herring, Natasha Anderson, Jayna Conkey, Jeff Erickson,	
Members Missing	Coral Lopez	
Guests		
Summary of Actions Taken		
Agenda items for next meeting		

Agenda Topic	II. Approval of Minutes from 1/24/24	
Action Taken	Approved	
Summary of Discussion	Motion to approve: 1st – Phyllis , 2nd - Chelsea. Unanimous vote to approve minutes.	
Assignments/Potential Agenda Items	None	
Comments/Information	None	

Agenda Topic	III. Standard Business - a. Review of New/Outstanding Budget Resource Requests	
Action Taken		
Summary of Discussion	<p>Casey Otto:</p> <p>2 Scanners from Learning and Innovation paid for with tech fee money. Phyllis approved, Chelsea seconded. Approved unanimously: Total \$714.38.</p> <p>Ron asked for positions for library that were lost due to budget cuts during the recession. #1 Beck Library Position (Fallon), #2 Academic Coach, #3 Testing Center Coordinator (for academic testing, web testing and certification testing), #4 Outreach and instructional librarian. The committee voted to move the 4 positions forward as informational items and will invite Ron Belbin to go over the positions and rank what is most important. Then the committee will discuss and rank them.</p>	

	<p>Christopher Michael requested Data House Support/Maintenance support. We use a basic data server program also used by Nevada State University – we piggy-backed on their system and pull our data through theirs. We currently are paying them to create the program for us on their system. We allocated \$10,000 - \$15,000 to them and it is taking more time than expected. They are asking for another \$20,000 to finish it off and pull out our data. This is not an ongoing fee. Phyllis moved to send this to the executive committee to get it going. Can't stall on this one. Chelsie seconded. Approved unanimously. Going to executive team.</p> <p>Academic Advising and Access requested computer upgrades. The computers are used specifically by students so they are looking for funding. The total is \$9261.71. Committee agreed this will go to annual ranking meeting.</p> <p>Heather Rikalo:</p> <p>Requesting an Administrative 3 classified position. \$55,560. Student worker help is inconsistent and Heather needs help. Chelsie moved to approve to send it to executive. Katy seconded.</p> <p>Susan Trist:</p> <p>Accessibility Lead Faculty Member – ALF program. Susan Trist said the Accessibility Committee developed an outline for faculty members to assist other faculty members with accessibility and support. There would be 4 faculty members per year that could get a 3-credit course release time at a cost of \$21,600. The committee will move this forward to the next meeting.</p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - b. Update from CSD subcommittee
Action Taken	None
Summary of Discussion	<p>Heather Rikalo:</p> <p>They have approved 30 applications to date with a total of \$28,000 spent out of \$50,000 budget. (4 nursing faculty going to NSNA training with 12 students).</p>

Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - c. Update from CIP subcommittee
Action Taken	None
Summary of Discussion	<p>Jeff Erickson:</p> <p>Gym project is the big one right now – painted it and the Gym flooring quote was received (Rubber flooring will be 8-weeks out). Blinds in BRIS 434, 436 have been replaced, white board upgrades are still happening - they have recently been delivered in Aspen 217. Thomas’ classroom will get new furniture in early May. Card readers are being installed to improve security and ability to lock down the campus and have appropriate security protocols – this has been in the words for over 5 years (before Jeff arrived at WNC).</p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - d. Update from GR subcommittee
Action Taken	None
Summary of Discussion	Coral Lopez absent.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - e. Tech Fees Update
Action Taken	None
Summary of Discussion	<p>Phyllis Mason Updated:</p> <p>Tech fees FY 24 beginning balance \$356,369.29</p> <p>.</p> <p>Total Income: \$ 345,113.60</p> <p>Total Requests: \$ 471,648.30</p> <p>Purchases: \$209,698.06</p> <p>Balance to spend down: \$229,834.59</p>

Assignments/Potential Agenda Items	None
Comments/Information	

Agenda Topic	III. Standard Business - f. Budget Update
Action Taken	
Summary of Discussion	<p>Casey Otto:</p> <p>They identified the 1.29 million worth of funds needed to cover the COLA. The money is gone. Luckily any salary savings we have moving forward can be used for other things. This might be the year to save in non state funds. Next year will be like being in survival mode. About 25% (2.56 Million) will be the cost. As long as we fill positions, we can take the money, but we will have no salary savings. If we don't fill positions, we will have salary savings. So next year very painful for everyone. UNR, UNLV and NSC went to get their funding from the Board of Examiners and it went though. We have to show a need. New positions may not be happening in any way shape or form unless they are out of non state funds.</p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Old Business
Action Taken	
Summary of Discussion	<p>Casey Otto:</p> <p>Met with Scott who found an old music account with some funds in it to purchase computers.</p>
Assignments/Potential Agenda Items	

Comments/Information	None
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Agenda Topic	V. New Business
Action Taken	None
Summary of Discussion	<p>Casey Otto: no new business</p> <p>Heather Rikalo: asked if we need to schedule the meeting to talk about the annual requests/rankings. Casey will speak to Coral and get back to us to see if we need an extra meeting.</p> <p>Heather Rikalo: asked if there would be more information about budgets next year, specifically, operating budgets. Casey did not know.</p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	VI. Public Comment
Action Taken	None
Summary of Discussion	
Assignments/Potential Agenda Items	None
Comments/Information	None

Next meeting: March 27, 2024 1:00pm.

Adjorn