**Minutes**

**Budget Review and Development Council (BRDC)**

**November 6, 2013 9:00-10:00 am**

**BA290**

**Agenda**

Members in attendance:

Janet Anderson Grady Blount Marshall Campbell

Barbara Corvey Alicia Currin Ricky Dobbs

Paula Hanson Arlene Horne Gail Johnson

John Kaulfus William Kuracina Tina Livingston

Lisa Martinez Greg Mitchell Linda Openshaw

Cheryl Scott Blake Shaw Tim Willett

1. Introduction of new members (Alicia Currin)

* Alicia introduced new members: Cheryl Scott, Barbara Corvey, Lisa Martinez, and Monterrio Jones
* Discussed that Dr. Jones is working on Budget Council Charge memo
* New Member Training offered soon: Janet Anderson will schedule training

1. Budget Calendar (Tina Livingston)

* Tina discussed the budget calendar (schedule attached).

1. Tuition & Fee Guidelines (Paula Hanson)

* Paula discussed the tuition and fee guidelines that were approved at Board of Regents meeting October 31, 2013.

1. Guaranteed Tuition Plan (Paula Hanson)

* Discussion of mandatory plans and concern of impact on students
* Will have updates upon Bob Brown’s return from CFO meeting

Questions raised and comments include:

1. If a student attends Paris Junior College and then comes to TAMU-C, what guaranteed cohort will they be put in?
2. Can we charge different tuition for nursing courses?
3. Can we charge differential tuition for independent study?
4. Mission/vision Presentation (Alicia Currin)

* Alicia presented examples of mission statements, defined what a mission statement is, and urged members to submit comments and suggestions to the mission statement email address by end of December.
* Working with Technology Services to add a link which will allow anonymous submission of suggestions or comments.

1. Closing the Loop Request from FY13 Strategic Reallocation Items (Janet Anderson)

* Janet discussed that she will request response from departments who received these funds by January 17, 2014.

1. Review Notes from Previous Year (Paula Hanson & Alicia Currin)

* Paula referred to the enclosed summary of the FY2013 Budget Council to review accomplishments and suggested plans for FY2014.
* Since the first budget deadline is December 13th , we might need to meet more frequently.