### Finance Council Minutes  2:00pm to 3:30pm  LCC16 211

**October 19, 2017**

#### Finance Council Business:
- Call to order 2:10
- Agenda Review/Changes/Approval - approved
- Dates that are Holidays- we agreed to cancel Dec 21 & Jan 4 as they are outside the academic calendar
- Frequency of meeting – we agreed last spring to have a placeholder in our calendars for 2 meetings a month with option to cancel or use the date for subcommittee work
- Report/Announcements –
  - Dennis’s white paper posted to LRFP website

#### General Business:
- **Attendance:**
  - Rose Ellis
  - Robin Geyer
  - Dennis Gilbert
  - Greg Holmes
  - Rus Pierson (by phone)
  - Paula Sena
  - Jennifer Steele

- **Planned Topics:**
  - Finance Council Sub Committee Updates:
    - IEC report draft, due 10.31.17 (see handout)
      - Create narrative, how to have a fully funded community college, what is our path to get there? LRFP requires this – Scenario Planning, raise the issue of dual credit internally and to the HECC, Willamette are giving credit to students, this is 10% of our FTE, University standards of H.S. instructors are lower than the community college certifying the instructors, if they are hired to teach a course that makes them certified, dual enrollment is done better in other states, Put this in our workplan, write up on Quality Funding for K12 (the state has to provide a report on why they don’t meet the support level) we call it the Essential Service Budget Level, Dennis will submit to us by email 10.25.17
  - Work Plan FY 17/18
    - Finance Council Charter (see handout) –
      - College Council Annual Budget sub committee met, weekly meeting, their charter is almost word for word our charter. The Budget subcommittee charter is being worked on.
      - We need to do a 5 year financial forecast
      - Continue with the long range financial plan
      - Scenario planning
      - Forums for each group (Finance Council, Budget Office, and Budget Subcommittee), perhaps do them together. Concern about 3 different groups doing finance forums and creating fatigue. Greg will put together a draft calendar for the year and have ready for Nov 2 Council meeting.
  - Facilities Management and Planning
    - Capital Renewal Recommendation 7.11.17 (see handout)
    - Posted to LRFP website
  - We reviewed the list below, Other Ideas/Discussion Points/Future Agenda Items:
    - We removed several items that were completed and added names to the
remaining items to indicate who would lead this discussion.

**Other Ideas/Discussion Points/Future Agenda Items:**

- Staffing reports - *Dennis*
- Review of ancillary Services and Programs, connected to tuition discussion
- CTE vs transfer credit, depth and breadth of instructional offerings - *Dennis*
- Student FTE by Term - *Dennis*
- Price point analysis
- OPE - Cheat sheet that explains line items - *Dennis & Greg*
- Revisit BP260 according to Feb. 1, 2017 minutes - *Greg*
- Scheduling Scenario Planning
- Prediction Model - *Dennis and Greg*

**ACTION ITEMS:**

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**Meeting Schedule (2:00pm-3:30pm in 03/216):**

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*cancel – outside academic schedule*

**Membership for 2017-2018:**

- VP for College Services (1) – Brian Kelly
- VP for Academic and Student Affairs (1) - Dawn DeWolf
- Chief Financial Officer (1) – Greg Holmes
- Classified (2) – Robin Geyer and Paula Sena
- Faculty (2) – Dennis Gilbert and vacant
- Managers (2) – Rose Ellis and Russ Pierson
- Students (2) – vacant
- Strategic Planning and Budget Officer (1) - Jennifer Steele
- Additional members by position (0-4) – vacant