

Planning Team	Fiscal Affairs - Budget and Planning Group
Meeting Date	May 24, 2017, from 11:00 a.m. to 12 noon
Members Present	<p>Lisa Bigelow, President SUOAF Chapter CCSU</p> <p>Regina Ferrante, Director of Finance Manchester CC</p> <p>Jill McDowell, Director of Finance Gateway CC</p> <p>Pam Mikaelian, Associate Director of Budget & Planning SO</p> <p>Carrie McGee-Yurof, Director of Finance Norwalk CC</p> <p>Melentina Pusztay, Director of Budget & Planning SO</p> <p>Jared Ragusett, Ph.D., Assistant Professor of Economics CCSU</p>

Meeting Notes

Budget and Planning Team Charge: The committee will review the current budget process and create shared service functions that provide excellent service to the Colleges and Universities with service level commitments, utilizing technology where appropriate and providing cost efficiencies.

At today's meeting, a great deal of time was spent on facts finding and discussing different issues that Colleges encounter during their Spending Plan process.

The team will meet weekly during the month of June to meet the preliminary recommendations due July 30, 2017.

The team would like to submit a formal request to System Office IT to contact Ellucian to provide a demonstration of the available budget module in Banner.

At the next meeting, team members will present an overview of the Budget Planning and Budget Management process that takes place at their campus.

The team will look at what the structure could be going forward.

2017

June

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
29	30	31 Budget & Planning group meeting, 9:00a.m. to 12:00 noon. Room TBA *	01	02	03	04
05	06	07	08 Budget & Planning group meeting, 9:00a.m. to 12:00 noon. Room TBA	09	10	11
12	13	14	15 Budget & Planning group meeting, 9:00a.m. to 12:00 noon. Room TBA	16	17	18
19	20	21 Budget & Planning group meeting, 9:00a.m. to 12:00 noon. Room TBA	22	23	24	25
26	27	28	29 Budget & Planning group meeting, 9:00a.m. to 12:00 noon. Room TBA	30	01	02
03	04	Notes: * Due June 1st, 2017,- Budget Planning and Budget Management outline (NK, GW, MA and SO)				