

Planning Team	Budget and Planning Group
Meeting Date	June 15, 2017 – from 9:00 a.m. to 1:00 p.m.
Members Present	<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 Puszta, 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 agreed services to the colleges need improvement and will use this reorganization as an opportunity for constructive change. The committee started to put together a recommended organizational structure, which will be reviewed at the next meeting. In addition, the team began compiling a list of system requirements and recommendations that will be necessary under the new structure. This is a living document and future meetings will expand upon this document.

Team members will review a copy of the DOF job description prior to the next meeting to ensure all budget and planning functions are included in the team's assessment of needs under the new structure to be proposed.

The team agreed centralization of bond funds at the System Office is necessary moving forward.

The team will extend an invitation to a budget staff member from one of the Universities to understand how the budgeting process works at their institution.

The team will meet Thursday, June 29, 2014.