College Budget Officers
Meeting Minutes
August 24, 2017

- **Thriving Workplace (Laura Scott)**
  - CLOC will introduce 2-3 new programs
    - 1st Program: Personal Development will focus on Management Support.
    - 2nd Program: Thriving Partnerships will focus on relationships with outside groups. Please call CLOC for interest.
  - **October 9-21: Second Survey.**
    - Research Assistants and Graduate Assistants will be included this year.
    - Non-University paid employees will need to be inputted by name-contact CLOC to give these names.

- **FY17 Fund Balance (Colleen Auburger)**
  - New Unit: Management Advisory Services.
    - Main Duties: Liaison with auditors, and compliance with State Policies and Training.
  - Management Advisory Services is working to modify reports to help view fund balance in a clear way.
  - FY18: We will not be recording any carryforward entries that we did in the past.
  - All accounts are now treated the same for easier training and for consistency.

**KFS Training (Colleen Auburger, Dylan Baker)**

- Two Training Ideas:
  1. **Formalized Training:** Highlighting certain specific reports in KFS to discuss and process how to do these, and train people in these specific areas.
  2. **Open Sessions:** Could include walk-throughs, more questions could be answered this way. Meetings could be held within individual unit and specifically for unit's budgetary processes.

- **Budget Model Re-Design Guidebook (Tony Savia, Dylan Baker, Colleen Auburger)**
  - If doing a Budget Amendment, also do a comparable Funding Transfer.
  - Working on a tool that could create Fund Transfers automatically when creating a Budget Amendment.
  - Working on developing a tool to assist with Transfers.

- **General Update (Cynthia Hale)**
  - Legislature created a Work Group to study Fund Balance and will meet in September. Dr. Loh is on this committee.
  - FY17 closed in the black despite $11M to State and $65 to renovations, etc.
    - $14M will be put into Building Maintenance this year due to State cut to Building Maintenance funding.

- **Enrollment Report (Michelle Straughn)**
  - New Freshman 4,162 New Transfers: 1,936 (Goals are met for Enrollment)
  - Out of State Students coming in FA17 will receive $1,000 Mote Scholarship
REMINDER: Participation in Moment of Silence for Lt. Richard Collins on Wednesday, August 30 at 12:05 p.m.