

**LAKE WASHINGTON INSTITUTE OF TECHNOLOGY
FINANCE & BUDGET ADVISORY COUNCIL
AGENDA**

Wednesday, December 5, 2018, 2:00PM
West Building, Board Room W305A

OPENING

Agenda	Grayson Court
Approval of Record – November	Grayson Court

ITEMS

How Funding Works	Bill Thomas
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REPORTS

Administrator's Report	Bill Thomas
Financial Report	

GOOD OF THE ORDER

ADJOURN

NEXT MEETINGS:

Wednesday, January 9, 2019 2:00PM

**LAKE WASHINGTON INSTITUTE OF TECHNOLOGY
FINANCE & BUDGET ADVISORY COUNCIL
MEETING RECORD**

Wednesday, November 7, 2018, 2:00PM
West Building, Board Room W305A

MEETING RECORD

Attendees: Ben Meyer, Don Dale, Douglas Day, Frances Humphrey, Grayson Court, Jeff Troy, Judy Mattson, Michaela Cosma, Stacy Woodruff, Sue Kuestner, Tish Evora, Xieng Lim, Bill Thomas.

Absent: Carol Rypkema, Eric Sakai, GG Flint, Scarlet Kendrick, Vicki Chew

OPENING

Agenda Bill Thomas
Introductions

DISCUSSION ITEMS Bill Thomas

Council Process

Election of Chair: *It was approved by unanimous consensus, to elect Grayson Court to continue to serve as the Council Chair for 2018-19.*

Meeting Day & Time: *It was noted that the regular meeting time and date continues to be held from 2:00- 3:00PM on the first Wednesday of each month. It was noted that normally in April there will be an additional meeting on April 17th (Administrative Day) to accommodate the departmental budget presentations.*

Council Role & Responsibilities: *the Council reviewed its role and responsibilities; one of the primary responsibilities for Council members is to communicate and share information with their departments. It was noted that the Council serves in an advisory capacity regarding the budget development; however, it was also noted that in past years that for the most part, the Council's recommendations have been accepted and included in the final approved budget. The expectation is that members are to serve in the best interest of the College and not in the interest of their areas.*

Ground Rules: *the Council reviewed the ground rules for the meetings.*

Work Objectives: *the 2018-19 Work Objectives were reviewed; it was noted the Council's primary work will be the development of the 2019-20 budget.*

Values & Principles: *Bill Thomas briefly reviewed the Budget Values & Principles and noted they have remained the same since development in 2008.*

Budget Planning Process:

Timelines – the timelines for the development of the 2019-20 budget were reviewed culminating with Board approval at their June 2019 meeting.

Process Overview – Bill Thomas provided an overview of the budget planning process.

- Operating Budget Request: *Bill Thomas reviewed the 2019-21 Operating Budget Request for the Community and Technical Colleges. Items to be addressed are funding for compensation increases (\$68 million), guided pathways (\$86 million), and high demand training (\$35 million).*

ADMINISTRATOR'S REPORT

NEXT MEETINGS: Wednesday, December 5, 2018 2:00PM

Topics: How Funding Works and New Allocation Formula

This is information intended for new members and those interested. Attendance is not required if you have previously heard the presentation.

The meeting was adjourned.