

**BUDGET ADVISORY COMMITTEE MINUTES**  
**November 17, 2003**

**Present:** Nellen, Brent, David, Katz, Pour, Lessow-Hurley, Donoho, Coach, Veregge, Thames, Kassing, McNeil

**Absent:** Shokouh, Heisch

**Guests:** Willey, Nance, Dewitz

1. The Executive Committee members discussed and approved the Senate Agenda for 11/24/2003.
2. The BAC discussed and approved the rollover of leftover Faculty Mentor Program (FMP) Lottery funds from last year to this year for FMP use.
3. The BAC discussed the need to establish a "Frequently Asked Questions" list for questions regarding the use of Professional Development Grants. It was decided that the Lottery policy should be modified to include instructions on the use of the Professional Development Grants. James Brent, Terri Thames, and Miki Donoho will work on drafting policy changes for review at the next meeting.
4. AVP Dewitz handed out a copy of the Budget Binder given out to Deans, Directors, etc. AVP Dewitz went over all budget items. AVP Dewitz discussed the SFR in each department, and how the relative SFRs among colleges are used in allocating dollars to colleges. AVP Dewitz said that AAD had taken a cut of \$6.624 million in Operating Expenses this year.