

Budget Issues Committee Meeting
09/20/2021
Via Teams

Members Present: Amanda Funches (MGA), Donell Nixon (GGC), Melanie White (CSU), Denise Floyd (GSU), Scott Mussak (GT), Shana Yorkey (VSU), Antrameka Knight (KSU), Josefina Endere (GCSU), Marion Ryant (ASU), Stephanie Loveless (GA Highlands), Traci Williams (FVSU), Jason Matt (USO), Benjamin Scott (ITS).

Members Absent: Donna King (ABAC)

Guests: Zach Rigole, Shane Allen, Leigh Ann Tate, Brandi Waters, Jason Conley, Kristin Smith, Susan McCullough, Haley Henderson

1. Welcome and Approval of Minutes

Donell called the meeting to order at 10:03am.

A motion was made by Shana Yorkey to approve the minutes, seconded by Scott Mussak. The minutes were unanimously approved.

2. USG Reporting Update from Jason Matt

Jason spoke to the reserve reporting recently requested and said to expect more reporting in the future. Benjamin gave updates on UAT for Budget Prep beginning Tuesday, September 21 and lasting through the 30th.

3. Careers & MSS updates

- Questions and concerns were addressed
- Shana Yorkey would like to know how many schools are using MSS
- Melanie White commented CSU is using MSS and she finds its helpful for her department; Shana asked for Melanie to share their process
- Donell asked if members could respond in chat if their school uses Careers, MSS or both. Committee may send a poll out to schools not represented.

4. MCOP Discussion

- Marion talked about her concerns from her department with entering the data each year for each employee as it relates to MCOP.
- Benjamin spoke how budget prep handled MCOP and that a fix is in place for next budget prep to address MCOP rows. Rows will be able to import into budget and load back into HCM but not add a budget. This should reduce the amount of keying for the fiscal year.

5. Pain Points

- Shana Yorkey thanked Benjamin for the position budget system with Donell agreeing
- Antramenka Knight asked if the reserve reporting will have populated data in the future. Jason Matt said it would not because of the need for the report to tie to BCR reporting. Jason also commented on the use of carry forward funding and some of the questions from the report completion were because of lack of experience with the BCR.
- Donell asked how schools were managing carry forward budgets to differentiate between annual and strategic use of funding. Use of project IDs was discussed for PY funding.
- Jason Matt suggested that schools work with those that have carryforward and making sure they are using the funds as they stated they would.

6. Questions

- Benjamin asked about archiving tables, encumbrance zeroing process for financials, payroll accrual (especially bi-weekly)
- Shana Yorkey mentioned if a process could be developed encumbering at year-end for travel, pcard etc. (the type of YE expenses not placed on POs).
- Minority Funding Spending related to CARES/HEERF
- Budgeting using account 899XXX- Jason mentioned planned surplus budgeting for APPROP. However, this is not in production and is still being worked on.

7. Adjournment

- Donell adjourned at 11:14 am

The next meeting is scheduled for December. Amanda & Donell will email out date.