UNIVERSITY SYSTEM OF GEORGIA BUDGET ISSUES COMMITTEE MEETING

Meeting Date: January 28, 2013

Meeting Location: Macon State College, Professional Sciences Center
Conference Room – 239 Macon, Georgia

Meeting Conducted By: Dawn Gamadanis, Director of Budget & Planning
Kennesaw State University

Recorded By: Judy Clark Kennesaw State University

**Attendees:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Title** | **College** | **Present/Absent** |
| Arisa Burgest | Accountant III | Savannah State University | Present |
| Connie Clark | Director of Budgets | Georgia Southern University | Present |
| Jan Fackler | Financial Services | Valdosta State University | Present |
| Jamie Fernandes | AVP Budgets & Strategic Financial Planning | Georgia Perimeter State College | Present |
| Mary Loomis | Comptroller | Savannah State University | Present |
| Stephanie Nakamura | Accountant | Gainesville State College | Present |
| Amanda Neff | Budget Director | Macon State College | **Absent** |
| Cheryl L. Rankin | Director Budget Management | Georgia Institute of Technology | Present |
| Robin Wade | Director | Southern Polytechnic State University | Present |
| Melanie White | Assistant Budget Director | Columbus State University | Present |

**Meeting Start**:

Dawn brought the meeting to order at 9:40am

**Agenda: PowerPoint (attached)**

* Member Introductions and expectations
* Purpose of Committee
* Committee structure
* Budget Issues
* Short term goals

**The general consensus of the group was to learn from each person the knowledge that they bring to the table and to be able to share those resources with the committee.**

**Each member shared the following with the group:**

* Backgrounds
* Responsibilities/areas supported by the budget office at their institution
* Description of systems (other than PS) used to provide support – iStrategy, Excel spreadsheets, Banner
* Areas of concern

**Committee structure was discussed:**

* 10 members
* In person meetings will be held on a quarterly basis at Macon State
* Conference calls as needed between meetings to address pending items
* Mary Loomis suggested that a Wiki website be implemented so that the committee can share ideas. Dawn will check with IT.

 **Short term goals included:**

* Budget Prep enhancements – using KSU developed reports as an example, address minor issues with Budget Prep Schedules
* Dawn Gamadanis will contact Christy Todd at IT – Athens to discuss next steps and timeline.

 **Future Meeting Discussions will focus on the following concerns:**

* Position Management
* Budget Prep Enhancements
* Budget amendment system

**Next Meeting:**

**The next meeting will be scheduled for the week of May 13, 2013 at Macon State College with a conference call scheduled in February. The exact date and time in February to be determined.**

Meeting Adjourned: 11:43 A.M.