## Agenda:

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<th>Person Responsible</th>
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| **Welcome & Updates** | • Financial Forum, April 10, 9:30 – 11, NCEC  
  • FY19 Provost' Budget Narrative Request  
  • UW Seattle Administrators’ Council | - Moderated by Casey Mann  
  - Q&A Session: send ideas for topics in advance; E.g. tri-campus budget priorities  
  - Provost Baldasty unable to attend, but available to speak to UWB campus about budget May 31  
  - Modified- RCM FAQ materials attached  
  - Meeting with Provost Baldasty scheduled for March to review UW Bothell's narrative  
  - Discussion topics: Capital projects, debt prioritization and how to leverage partnerships  
  - New VP of Finance, Brian McCartan, introduced and will visit UWB on April 18 | Send Financial Forum topics; they will also be requested through program announcement |

| **Revised Budget Calendar** | • Updated Draft Budget Calendar | - Space planning to be added | Review and send feedback by 3/23 |

| (Co-chair) Ruth Johnston  
| (Co-chair) Sandeep Krishnamurthy  
| Alka Kurian  
| Beth Beam  
| Bruce Burgett  
| Casey Mann  
| Christian Adams  
| Cinnamon Hillyard  
| Daniel Jacoby  
| Ed Buendia  
| Elaine Scott  
| Emily Christian  
| Gowri Shankar  
| John Kim  
| Jonathan Cluts  
| Kendra Yoshimoto  
| Phil Akers  
| Pierre Mourad  
| Sarah Leadley  
| Shari Dworkin  
| Susan Jeffords  
| (staff) Amanda Kim  
| (staff) Adrian Sinkler  
| (staff) Eleonora White  
| (staff) Segan Jobe  
| (staff) Steve Walline  
| (staff) Uma Raghavan  
<p>| (CCPB) Linda Watts |</p>
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| Overhead | - Overhead set at 10% for Seattle services at UW Bothell and UW Tacoma | - This percentage has not been reviewed in 20 years  
- UW Bothell already paying more than 10%  
- Other fees may be added  
- Discuss with UWS when appropriate | | |
| Discussion: Financial Measures | - What does fiscal health mean to UW Bothell?  
- What metrics should we adopt to measure fiscal/financial health? | - Balanced budget with reserve funds at right level  
- Agree on cost of “delinquency” including barriers and boundaries  
- Thriving vs. surviving  
- Benchmarking with other institutions  
- Salary levels  
- Room for growth  
- Ability to meet mission, i.e. student success  
- Planned vs. actual spending  
- Fundraising/donation levels  
- Efficient/effective use of resources  
- Cost-shared positions vs. others  
- No deficits | | |
| P2I Update | - Faculty Metrics Web Dashboard Live  
- Curriculum Planning Tool | - Migrated from Power BI  
- Financial impact of faculty composition ratio to be integrated  
- Faculty FTE distribution by course level can be considered  
- Only GOF/DOF budgets included  
- Possible inclusion of fee-based layer in next iteration  
- Actual sections taught are from previous year, courses listed in tool are courses taught during previous three-year period  
- Goal: have a working tool and process by end-2018 | Verify data in Dashboard before deployment; Possible process changes for payroll data entry | P2I Unit Curriculum Planners |

**Next Meeting:** March 29, 2018 – 1:30 – 3 PM in DISC 464