

MEMORANDUM

Date: October 14, 2015
TO: Budget and Administrative Committee Members
FROM: Joseph Harrington, Chair
SUBJECT: **Budget and Administrative Meeting on October 14, 2015**

Meeting Date: Wednesday, October 14, 2015
Meeting Time: 2:00-3:00 p.m.
Meeting Location: Physical Sciences Building, room 445

A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes of *September 30, 2015***
4. **Announcements and Recognition of Guests**
5. **Old Business**

None.
6. **New Business**
 - a. Continued initial presentation from ex-officio members on:
 - Overhead distribution (within F&A/Provost's office)
 - Library funding (e.g., how is it determined)
 - b. Discussion of the ex-officio presentations on:
 - Electronic timesheets
 - Facilities improvement costs
 - Overhead distribution
 - Library funding
 - c. Define the issue(s)
 - Should we consider a Senate resolution on any of these topics?
 - What non-Resolution resolutions might be possible?
 - What do we need to learn for each topic to decide what to do?
 - d. Member action items and assignments
 - e. New business from members
7. **Adjournment**