

FINANCE & FACILITIES COMMITTEE | 12.7.2017



# 2018 F&F Committee Agenda Planning

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# Overview



- Establish work plan and major Committee actions for the upcoming calendar year
- Develop the first phase of a two-year rolling calendar
- Surface areas of focus for the F&F Committee over the upcoming year

# 2018 F&F Committee Work plan



- **2018 Meeting Dates:**

- Winter: March 22
- Spring: May 17
- Summer: July 26-17 (Retreat)
- Fall: November 15

- **Key Work Cycles:**

- Tuition Setting (January – March)
- Budget Setting (December – May)
- 2018 Legislative Session (October – February)
- 2019 Capital and Operating Budgeting (October – August)
- Fiscal Year End Closing & Audit (July-September)
- Construction Season (April-October)

# Calendar Structure



- **Major Topics**

- Items with significant strategic importance for discussion, deliberation or information to the Committee or are major decisions reserved for the Board or its Committees. This includes items such as budget and tuition setting as well as major capital projects and bond issuance authorizations.

- **Minor Topics**

- Items which are either decisions which must reach the Board, but are unlikely to require significant discussion or informational topics which provide background and prepare the Committee for major topics that will be seen in subsequent meetings of the Committee.

# F&F Committee Agenda



**March 22, 2018**

## Major Topic:

- 2018-19 Tuition Setting (Action)
- HECC Student Success and Completion Model Overview (Informational)
- Emergency Operations Planning (Informational)

## Minor Topics:

- FY18 Q2 Dashboard Review (Informational)
- Internal Audit Update (Action)

# F&F Committee Agenda



**May 17, 2018**

## Major Topic:

- 2018-19 Fiscal Year Budget (Adoption)
- 2019 Legislative Session and State budget Outlook (Informational)
- Strategic Enrollment Management Update (Informational)

## Minor Topics:

- FY18 Q3 Dashboard Review (Informational)
- Capital Projects update and Summer Plan (Informational)
- FY19 and FY20 F&F Committee Work plan (Action)

# F&F Committee Agenda



**November 15, 2018**

## Major Topic:

- Capital Project Updates (Informational)
- Internal Audit 2018-19 Action Plan (Action)
- Annual Financial Audit Report (Action)

## Minor Topics:

- FY18 Q4 Dashboard Review (Informational)
- FY19 Q1 Dashboard Review Fall Enrollment Update (Informational)
- Bond Issuance Resolutions (Action)
- 2019 Legislative Session Preview (Informational)

# Committee Focus



Does this work plan...

- Prepare the F&F Committee for the Board Retreat (June)?
- Report on major operational areas of concern to the Board?
- Empower the Board to deeply understand strategic or environmental issues that impact Oregon Tech?
- Establish sufficient control for the Board to exercise its fiduciary duty?





# Questions

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