Members present: Brent Calvin, Tim Hollabaugh, Dianna Fauvor
Absent: Omar Gutierrez

Discussion/Approval Items:

I. Discuss Budget Process.
   Follow up on Action Steps:
   1. Brent will ask Dr. Conrad for the Resource Allocation Rubric.
   2. Follow-up on Recommendation #1 for Budget Allocation Model/Handbook.
   Follow-Up on Action Steps:
   1. Read NOCCD Budget Allocation Handbook. Return on Wednesday, 04/10/13 with edits. – Everyone had read Handbook. Discussed the match with our model and NOCCD to determine the best flow and approval process for the Budget Committee. Discussed renaming Budget Committee. Brent will scan and send his edits to NOCCD Handbook to Eva, Dianna, Tim and Omar to review. He will ask Eva Conrad to assist us in reviewing the model and revisions to the NOCCD Handbook for COS.
   2. Print BP’s and AP’s on 6200, 6250 and 6300. Return on Wednesday, 04/10/13, with edits. – For future follow-up.
   3. Bring edits to the Rubric from NOCCD. – For future follow-up, after consulting with Dr. Conrad.
   4. Do we need Recommendation for Accessibility to Data Warehouse? – For future follow-up with entire SubGroup.

   Follow-Up on Action Steps:
   1. Print BP’s and AP’s on 6200, 6250 and 6300. Bring edits on 04/17/13.
   2. Discuss NOCCD Rubric with Dr. Conrad.
   3. Continue work on NOCCD Budget Allocation Handbook revisions to create a Handbook for COS.