MEMORANDUM

Date: January 7, 2020
TO: Budget and Administrative Committee
FROM: Shawn Putnam
Chair, Budget and Administrative Committee

Meeting Date: Wednesday, January 15, 2020
Meeting Time: 2:30 – 3:30 p.m.
Meeting Location: Engineering II, room 202A

AGENDA

1. Call to Order
2. Roll Call
3. Announcements and Recognition of Guests
4. Approval of Minutes of Nov 20, 2019
5. Old Business
6. New Business
   • Steering Topic #25 (Admin-to-Instructional Cost Ratios): Brief overview on task progress, financial data, and future plans
   • Steering Topic #10 (Library Funding): Invited presentations by Frank Allen and Barry Baker
7. Adjournment