Minutes of the Bylaws Budget Committee Meeting - DRAFT
Date: April 30, 2026
Time: 9:00 am – 10:00 am
Location: Petigru 321

Present:
- Carla Flink
- David Fuente
- Barbara Koons-Witt
- F. Wayne Outten, Chair
- Paula A. Vasquez
- Dean Tommy Hodges (Ex-officio)
- Ashley Maciaszek (Ex-officio)

1. **Call to Order and Purpose of the Meeting**
   Wayne Outten called the meeting to order at 9:00 am. The minutes from the March 26, 2026, meeting were reviewed and approved by all members.
   The purpose of this meeting was to:
   - Approve the committee Standing Rules draft
   - Formally elect David Fuente in the new Chair-Elect position established by the Standing Rules
   - Approve the final version of the annual committee report.

2. **Committee Standing Rules**
   The Standing Rules were amended on page 1 as follows:

   Original passage: "At the final meeting of the academic year, the committee should schedule a meeting as early as practicable in the fall semester of the upcoming academic year (late August/early September)."

   Amended passage: "The committee should schedule a meeting as early as practicable in the fall semester of the upcoming academic year (late August/early September), contingent on the Dean's schedule and the availability of the committee members."

3. **Chair-Elect Election**
   The approved Standing Rules create the formal Chair-Elect position. The committee next held an election to confirm David Fuente will serve as Chair-Elect for 2026-2027, transitioning to Chair in 2027-2028. The election was unanimously in favor of his selection. Carla Flink remains Chair for 2026-2027.

4. **Approval of the Committee Report and Appendix**
   The draft of the annual report and appendix posted to Teams was approved unanimously by the committee and will be forwarded to the Secretary of the Faculty.

5. **New Business**

- The committee discussed a mechanism, such as an MS Forms document, by which faculty in the college could submit budget concerns for review. Outgoing Chair Outten and Incoming Chair Flink will follow up with the Secretary of the Faculty to see if it is possible to create this for deployment in 2026-2027 academic year and post it to the MCAS website.
- Interim Dean Hodges recommended the committee wait until August to reach out to incoming Dean Culbertson about the first committee meeting and expectations. He briefly discussed some headwinds facing higher education and the potential impact on budgets, but reiterated that the college is in a healthy financial position currently.
- Incoming Chair Flink indicated she will reach out to the newly elected committee members later in May when the election is finished.
- Chair Outten thanked MCAS CFO Ashley Maciaszek and Dean Hodges for their involvement and support, and commended the committee members on their service this year.

Meeting Adjourned: 9:40 am

Respectfully Submitted,
F. Wayne Outten