Joint Planning & Budget Committee Agenda  
1:15 p.m., January 29, 2025  
In person, Student Union 2310 – Senate Chambers

Guests may join via [MS Teams](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NDdjNGM4NTMtMWE4YS00NDNkLWFhNmUtZWYzNTUwY2IxOTBl%40thread.v2/0?context=%7b%22Tid%22%3a%22c279a0a4-f5c5-406e-9a25-485c30385aa6%22%2c%22Oid%22%3a%229f1c2bba-adca-4fb1-8594-ffe969e2b927%22%7d) [Meeting ID: 293 219 754 141 Passcode: pnYM2W]

Recorder: Grattan

JPB Committee and Ex-Officio Members in Attendance: Achenreiner,(via Teams) Bearhart (via Teams), Beeby, Brooks, Craig, Engen, Ericson, Figueroa, Galbraith, Grattan, Guyer, Ives, Jax, Kim, Kunkel, McAndrews, Morgan, Narcotta-Welp, Newton, Pope, Richter, Schweiger (via Teams), Talbot (via Teams), Thomsen, Trnka, Walz (via Teams), Weston, Yu   
Excused: Thoune, Ziegelman

Agenda:

1. Introduction of New Committee Members and Updates

1. New members for replacement. Welcome!

* Andrew Ives, ACS
* Hailee Gray, Student Association
* Sheri Craig, University Staff Council

1. Vote for a new USC representative on the Executive Committee  
   - Mary Grattan was elected to serve as the USC representative.
2. Approval of Meeting Minutes
   * + - 1. 12/11/2024 – M/S/P
3. Continue to discuss frequently asked questions related to finance and budgeting (please see the *FAQs* file)
   * + - 1. Discuss Faculty Senate’s and Academic Staff Council’s (ASC) FAQs today (Student Association’s and USC’s FAQs were discussed in the December meeting)  
            - ASC clarified their FAQs   
            - Faculty Senate will share updates on their FAQs at 2/12 meeting  
            - All FAQs will be addressed by the appropriate Director(s) in upcoming meetings
4. Agenda Items for Spring 2025
5. The Chief of Staff’s role (Stacy Twite, Chief of Staff; 2/12 confirmed)

* Introduction of the Chief of Staff’s role. Responsibilities, preferred communication methods, role at the university and System levels
* How the JPB could assist and what advice they can provide to the Chief of Staff and Chancellor’s Office?
* Any additional information the JPB Committee should learn about the Chief of Staff.
* JPB Committee’s additional suggestions and questions

1. Finance, Budget, & Capital Projects (Division of Administration and Finance; 3/12 confirmed)

* Update of State and UW System budgets & capital projects
* Capital budget projects and priority at UWL
* Frequently asked questions related to finance and budgeting. This list of FAQs should be available at the end of this semester.
* CFO’s vision, philosophy, and leadership style in planning and budgeting processes. How the JPB could assist and what advice they can provide?
* JPB Committee’s additional suggestions and questions

1. Enrollment Forecasting and Planning for START and General Education & Enrollment Management (Provost’s Office and Admission Office)

* How is the enrollment target set? The question is more about prospective students’ interest in certain majors and colleges. Did UWL set a number of students to admit for each college? Or did UWL admit students regardless of students’ intended majors?
* Projection and enrollment management for current students and the START program
* It would be helpful for the JPB to learn the level of coordination among offices and colleges for enrollment management.
* Projection and plan for the change of enrollment from the new General Education Program
* JPB Committee’s additional suggestions and questions

1. Spring 2025 Meeting Dates for JPB (presenters in parentheses)

1/29/2025  
2/12/2025: The Chief of Staff’s role (Chief of Staff, confirmed)

2/26/2025

3/12/2025: Finance, Budget, & Capital Projects (CFO, confirmed)

3/26/2025

4/23/2025: Discussion of future JPB goals (tentative)

5/07/2025: Wrap-up & conclusion (tentative)

1. Chancellor’s update
   1. Welcome to the Spring semester. Stay focused on the mission of UWL to best support our students.
   2. Items the Chancellor’s Office is working on
      1. Budget process at both the State and UWL levels
      2. Prairie Springs push, speaking to the community and legislature
      3. Preparing for HLC visit
      4. Returning enrollment is strong. Spring Transfer student goal was 90 and we admitted 132.
      5. Looking at what affect Direct Admit Wisconsin will have on UWL enrollment in the future.
   3. Update on Strategic Planning
      1. Co-Chairs: Stacy Twite, Chief of Staff and Dr. Whitney George
      2. Additional Executive Committee members
         1. Enildo Delgado
         2. Nevin Heard
         3. Kim Schliebe
         4. Andrew Scott
         5. Troy Richter
         6. Lisa Walker
      3. Timeline
         1. Winter – Committee formation and roadmap finalized
         2. Spring – SWOT analysis, data gathering and townhall
         3. Summer – External engagement, refining themes and begin drafting
         4. Fall – Draft pillars, goals, feedback and refinement
         5. Winter – Plan finalized (Dec 2026), endorsement request
      4. UWL will not be hiring an outside consultant.
2. Provost’s update
   1. Planning for START. Working through challenges related to students getting out early
   2. Hiring challenges; salaries are the main issue
   3. Working on advising holds so students don’t miss their registration appointed time
   4. Working with Faculty Senate on A.P. exams; how will they credits transfer to UWL
   5. Reviewing enrollment trends in different programs
3. CFO’s update
   1. ATP/WORKDAY is coming. Please attend trainings available now. More formal training will be rolled out in March. Training will be based on your assigned roll.
   2. WORKDAY cut over dates should be posted soon. There will be a black out period. End of year business services deadlines may be bumped up this year.
   3. Name the new cadet, a double doodle has been added to the force and will start Feb 13, 2025
4. Adjournment: 2:15 pm

**JPB Goals for 2024-25**

* + 1. To consider each agenda item in the context of its support for the strategic plan
    2. To assist the University in planning for the next 3-5 years, budgeting to support that plan, and outlining longer-term planning needs
    3. To educate the university community on how the strategic plan, enrollment management, capital budget projects, and State of Wisconsin budget impact the current priorities and future planning of UWL

**JPB Executive Committee Members**

Pearl Bearhart, Academic Staff

Ju Kim, Dean

Avery Ladd-Winders, Student Association

Tim McAndrews, Faculty

Mary Grattan, University Staff

Chia-Chen Yu, Chair