The CEAP Leadership Council met on Wednesday, January 29, 2014, at 10:00 a.m. in Killian 202 with some membership participating by GoTo meeting.

**Members present:** P. Bricker, D. Brotherton, D. Carpenter, R. Corbin, K. Corzine, D. Grube, A. Malesky, L. Nickles, M. Rompf, D. Strahan, K. Winter

**Members absent:** M. Decatur, R. Wike

Because the January 22 CEAP Leadership Council meeting was canceled due to inclement weather, a special meeting of the CEAP Leadership Council was held on Wednesday, January 29. The only agenda item for this meeting was “review of unit budget requests”. Inclement weather was also a factor on January 29; therefore, this meeting was held both live and in a GoTo meeting format.

Each unit was provided the opportunity to present its requests in the categories of one-time expense, recurring, and university-wide needs. Following the presentations, the Council discussed removing items which would likely be funded at the department or college levels, and movement of items to the university-wide request category. An updated college-list was prepared which included the remaining items for ranking and all other items noted for possible internal funding. Time constraints did not allow for the ranking process during this meeting. It was decided that rank ordering would occur at the college-wide public hearing.

Because of travel and weather concerns, the Council agreed to reschedule the College of Education and Allied Professions public hearing. Originally scheduled for 2:00 pm on January 29, the CEAP public budget request hearing was rescheduled for Friday, January 31, 10:00 a.m. in Killian 102.

**Tentative Budget Hearing Timeline**

- **January 7** Instructions distributed to units (not changed from years past so can begin preparing prior to this date)
- **January 20** Department/Unit budget requests submitted to Deans/Division Heads
- **January 21-31** College/Division Budget Hearings are conducted
- **February 7 (noon)** Deans/Division Heads submit budget proposals to Provost Office
- **February 11** Academic Affairs Budget Hearings where COD members present budget requests—open meeting and budget requests posted for campus review afterward
- **February 12-21** Academic Affairs feedback period for Budget Proposals
- **February 25** COD reviews feedback and finalizes AA budget requests at COD meeting
- **February 28 (noon)** Priorities submitted by COD members to Office of the Provost (Greg)
- **March 3** Academic Affairs budget requests in priority order due to Chancellor

Interim Dean Carpenter adjourned the meeting at 11:10 A.M.