

# Integrated Planning & Budget Task Force

Agenda  
August 20, 2019  
1:00pm-2:00pm

---

ITEMS	TOPICS
-------	--------



Understanding the instruction of completing the online form (28%); and

Saving/printing a copy of the completed form (28%).

- o Roughly one-fourth of respondents encountered "no issues" when completing the online form (28%).

The committee discussed improvements for the Annual Budget Request process. Form 310P Form 4362

- o It would be helpful for faculty, staff, and administrators completing the form to be provided with an estimated cost of reassign time. The committee approved to



For additional information on meeting minutes, please contact Kelaiah Harris at [harriskelaiah@fhda.edu](mailto:harriskelaiah@fhda.edu).

