Agenda:

- Opening Co-Chair Comments (5 minutes)
- Approval of Meeting Minutes (5 minutes)
- Budget Model Work Session (60 Minutes)
  - Question Development (45 Minutes)
    - Deliverable: A complete set of questions to ask forum attendees to 1) shape the scenario(s) we pursue and 2) guide the distribution within the scenario(s) being considered
      - Step 1: We will spend 20 minutes developing questions – Amber will provide a brief overview of the Scenario, then we will each spend two minutes writing down questions on handouts (we will do this five times to complete question development for all five scenarios)
      - Step 2: We will discuss the drafted questions for each scenario and develop a finalized list of questions to include in the interactive question portion of the Budget Forum
  - Participatory Budget Opportunity (15 Minutes)
    - Quick Demo
      - What identifying questions do we ask to understand our participants?
        - Campus Group (student, faculty, staff, administrator, etc.)
        - Division Where you Work (Academic Affairs, Enrollment Mgmt, etc.)
        - FIRMS Code You Think You Work In (Instruction, Student Services, etc.)
        - What else?
- URPC Open Forum Format (10 Minutes)
- Timeline and Next Steps – Set action items to complete for next week’s meeting (10 minutes)