**Self-Supporting Units**

**November 16, 2015**

**Agenda**

**Invitees:**

Michael Zachary, Michael Delo, Grace Munyiri, Patricia Smith, Angelica Bazan, Randall Hanlin, Rosa Garcia-Vargas, John Yaun, Anabel Escamilla, Tatiana Karmanova, Dena Chester, Davina Lindsey, Cheryl Calderon, Aaron Burgess, Maria Najera-Neri, Shannon Stratton, Lisa Iannolo, Monir Ahmed, Deletta Anderson, Rick Craig, Matias Farre.

**Discussion Items:**

1. Cost Allocation Plan - Presentation
2. Printing Services - Presentation
3. Next meeting

**Notes:**

* General discussion around EO1000 and services provided by self-supporting units to campus that could potentially be used to reduce cost recovery charges if documented as exchange of value. Suggestion was made to initiate discussions at the division level and document costs.
* Cost allocation methodology was shared. Clarification was made regarding allocation of costs, which is based on expenses associated with the catalog of services, not revenues.
* Printing Services shared cost methodology and future changes in pricing structure. Self-Supporting units appreciated the level of detail.
* Next Cost Allocation Plan communication planned for March 2016, with the goal of eventually providing sufficient lead time for self-supporting units planning process.
* Next Self-supporting units meeting to take place in January 2016 – main agenda item will be pro forma statements.