

**Budget & Planning Committee**  
**March 7, 2018**  
**Minutes**

Present: Cody Stoddard, Sathy Rajendran, Aimée Quinn, Kathy Whitcomb, Stephen Stein, George Drake, Paul Knepper, Ian Loverro, Ken Smith, Lad Holden, Kathy Temple, Duane Dowd and Jim Johnson

Absent: and Michael Young

Guest(s): None

Meeting was called to order at 10:04 a.m.

Agenda was approved.

Aimée moved to approve the February 26, 2018 minutes as amended. Stephen seconded, and minutes were approved.

BEC - Sathy reported that the departments were told that equipment that was approved by BEC were told that all equipment should be ordered and received by May 1st. There is pushback from departments and colleges on this. Dining and Housing will be going up 3-5%. Several deans went to the Provost with concerns about the BPC budget submits for the colleges. The Provost contacted Cody over the weekend and Cody explained the situation. Cody and Sathy brought this as an informational item to BEC. It was suggested that BPC work with Allocations on a process for next year. This is just the first year and this can be changed for next year. Cody indicated that there is a qualitative difference between the colleges and overhead units.

Allocations - George reported that the Allocations committee did have meeting where they ranked all the budget requests. There were some requests that needed to be funded. Things like the mental health counselor request from Student Success and salary equity for police. The committee tiered the requests. The top was approximately \$400,000. The way the process was set up, the requests were ranked and no way to indicate should not be funded. The committee talked about making recommendations to the Allocations committee to make the budget process more useful. It was suggested to invite Gail Mackin to a future meeting. Alumni engagement in the colleges was brought up by the Provost at Budget town hall as something we should be doing but was ranked lower by the Allocation committee. The committee talked about the current process doesn't appear to have any pressure on the overhead units to be more efficient. They start out with what that have been previously allocated and then request more. Efficiency seems to fall to the colleges.

#### Sub-committees

Message consistency - Kathy W reported the subgroup doesn't feel there is a consistent message from this committee at the moment. The subgroup is struggling a bit with this charge. Is the committee okay to be in limbo on message consistency for the time being until the committee has a better direction? Kathy T indicated it is time to revisit sub-committees and need to look at things the committee wants to be focusing on.

Comments on revised RCM model document – There is \$17 million in waivers in the budget. Athletics issued \$1.8 million. WUE makes up a large number of the waivers. \$3.7 million are

WUE and other entitlement \$6.7 million. Duane said they talked about this at the waiver committee meeting. Nobody denies that athletics is important with recruiting, advertising, etc. Kathy T asked how are we tracking waivers?

Sathy moved to approve the comments on the budget model draft document. Duane seconded, and motion was approved.

The committee suggested that they need to set a meeting time with the Provost and Joel.

College budget presentations -

- Faculty/staff FTE, broken down into exempt, classified, TT, and NTT.
- How your college is handling the 2.5% efficiency target for FY18.
- Effects of the efficiency target on the college's mission or students, if any.
- What is your plan to promote and incentivize innovations and/or efficiencies, particularly at the department level?
- Current year (FY18), prior year (FY17), and projected FY19 budgets, including both 149 and 148 funds.
- Breakdowns for large categories, such as goods and services, showing major expenses or expense categories.
- Changes over the past three years in spending on TT, FTNTT, adjunct, administration, and classified staff.
- There was a fund available for new sections needed to meet the demands of increased enrollment. How much did your college use this fund? If you didn't use the fund, why not?
- What would you do with additional funding? What would be the contribution to the mission or the benefits to students?
- How are you handling summer revenues? Will some summer revenues be held at the department level, as in past practice?

Kathy T suggested that the college budget presentation should be two-fold. One for the university community through budget summit and maybe one for the individual colleges.

Kathy T indicated that on the current schedule the committee will not meet again until the second week of April. The committee decided to set a meeting on March 14 at 10:00. Janet will find a room.

The committee talked about the college budget summits. The committee decided on the following to send to the Deans: Would like to have you present and here are some suggestions for information to provide during the presentation. 15-20 minutes per college for presentation and 10 minutes for questions. Ken moved, and Duane seconded to do 30 minutes for each college 15-20 for presentations and 10 minutes for questions. Motion was approved.

Meeting was adjourned at 11:57 a.m.