

**Budget & Planning Committee
Minutes
June 6, 2018**

Present: Cody Stoddard, Sathy Rajendran, Aimee Quinn, Kathy Whitcomb, Stephen Stein, George Drake, Ken Smith, Lad Holden, Kathy Temple, Duane Dowd, Jim Johnson

Absent: Paul Knepper, Ian Loverro, Michael Young

Guest(s): Amy Claridge

Meeting was called to order at 10:08 a.m.

Agenda – There were no changes to the agenda.

Aimée moved to approve the May 16, 2018 minutes. Kathy W seconded, and minutes were approved. May 30th minutes were approved as presented. The committee was in favor of posting these minutes on the website.

Kathy W mentioned the CAH vacancy at the CAH budget committee. Matt Altman might be interested in the vacancy.

Chair election - Duane nominated Ken as co-chair. Cody seconded. Ken nominated Kathy T as the other co-chair. Jim seconded. Motions were approved.

Budget Town Hall/BEC meeting report - Cody reported there is a sense that changes need to be made. There have been some conversations about changes, but nothing specific. The next meeting will be setting out those priorities. Provost suggested renaming the BEC. The suggested name is Budget Advisory Committee. Gail Mackin presented a draft survey on allocations. There needs to be discussion about other sources of revenue. Ken indicated he feels that this is not something to spend much capital on. The faculty should work on things we want to see like end of quarter reports. BEC will be meeting over the summer. The committee discussed what type of items should be held until fall.

Allocations report - George reported he was not able to make it to the meeting last week. Jim reported that they talked about the survey that was sent out. There was a discussion about what the committee is supposed to be doing. Due to the way the allocations process went this year, it is unclear what the purpose of the committee is other than putting on the budget summits. This committee will probably be meeting over the summer as well. Kathy W indicated that there needs to be discussion with administration and these committees to clarify what the roles are. This should be resolved by the beginning of next academic year. Ken suggested asking for written guidance and/or responses by a certain date. The rules for Allocations changed during the middle of the game this past year. Administration should put something in writing ahead of time before the process begins next year. Bringing in an outside budget expert, which has done budgeting well at another institution is one way of getting clarity of what we are doing. Kathy T asked if the committee is meeting over the summer who will be attending. George will be going off the committee. Kathy T will cover what she can and will ask others if she can't once she knows when the meetings are.

Space & Equipment - This group is trying to figure out where they are going. Last meeting reviewed the requests from COTS and CB to add and/or release space. This group is meeting

all summer as well. This group is trying to figure out the scope. Gail is policing the space usage. There are multiple entities on campus that are working on space issues, so need to consolidate some of this. Reclassification of use, RCM/ABB model of owned spaces, any space reassignment between colleges, and reassignment between overhead units. Kathy W indicated the main concern was the formula. Nothing has changed as of now. This could be pushed in BEC as well.

Ken indicated the President has good idea of some kind of cost factor on student credit hour. However, has a bad implementation of that idea. Basically, a block subsidy or subvention for each program. This might need to be reset every 3-5 years.

Like the idea of having the college budget committees organized somehow with BPC. This would give a central area for information. Support and coordinate with the college budget committees providing information and doing a quarterly report to Senate.

De-brief/Discussion about May 30 meeting with President -

Ken suggested we need to push on clarity of what the business plan is, the performance metrics, strategies if we are really three universities. What is the net revenue metric? If everything focuses on net revenue, that helps bring things into focus. Need to decide if want to push this frontally or to do things incrementally and in writing.

Look at next year alternatives for cost factors and subvention. Coordination with college budget committees. Waivers and space allocation. Duane said the waivers group meets next week. They are drafting a waivers plan to review at this meeting. We currently give 18% in tuition waivers approximately \$18 million. What is an appropriate level of waivers? If we give a waiver, what is the tradeoff. If we have to think about the tradeoffs such as for every waiver will need to have 10 full paying students to pay for that waiver. Approach to mission and purpose of the different levels of committees and structure. Strategic meetings with deans prior to major votes.

Does this committee have something in writing they want to send to President, Cabinet and/or BOT for the July meeting?

Kathy T will update the annual report with some of the concerns and things the committee would like to address next year.

Meeting was adjourned at 11:54 a.m.