

Budget & Planning Committee
Minutes
October 4, 2017

Present: Cody Stoddard, Sathy Rajendran, Paul Knepper, Stephen Stein, George Drake, Ken Smith, Michael Young, Kathy Temple, Jim Johnson

Absent: Aimée Quinn, Ian Loverro, Duane Dowd and Tim Englund.

Guest(s): Observer reporter

Meeting was called to order at 10:06 a.m.

Committee did introductions.

Cody moved to approve the June 7, 2017 minutes. George seconded and motion was approved. 1 abstention

Chair - Last year Kathy and Ken were elected as co-chairs. However, Ken will not be able to co-chair due to time commitments. Kathy asked the committee members to think about co-chairing.

Agenda approved as presented

Committee charges - Kathy went over the charges with the committee. Charge number 1 might need to be started in the middle of the quarter. The committee talked about the General Education process. Last year the committee broke into subcommittees and that could be done this year and then talk about the issues with the whole committee.

Charges 1 and 3 could be a sub-committee to monitor and examine implementation and college level committees. Paul suggested getting information from faculty on the budget committees in addition to the Dean. Some other questions that could be asked are: What is the scope of the college budget committee? Who are the voting members? What do the overhead budget committees look like. Maybe need to request more detail on overhead budgets to help better understand.

Budget summit process (whole group) email to get feedback from those that attended. Cody will help with any others that come out of those conversations.

Interfacing college budget committees (smaller groups) Jim, Ken, and Ian? Maybe come up with 3-4 standard questions. How do members become members? How long do they serve? Charges? Are the Dean members? Scope of charges? Kathy will draft some questions and send out to those that are college budget committees and then once approved send out to the Dean.

Committee talked about developing some sort of mechanism for faculty to give feedback (smaller group).

Faculty are transforming students. Faculty provide the core product. Need to fight to be recognized as core part of the mission.

Pre-proposal form - This creates an informal step to the formal curriculum. There was concern that this is a lot of information for a pre-proposal. The budget numbers could change throughout the process. A lot here when haven't completely formed their proposal. How is this going to be done? Need to see more detail on how this form is going to be used. Feasibility study resources. Administration being involved in the feasibility study could be a problem. Where does the degree pipeline fit into this process? Currently the Provost has an Excel master sheet with what programs departments are thinking about or are in the works. Departments are putting this information in and Deans are sending to Provost. Is this process in addition to the current spreadsheet? What about minors and certificates? Are they included in this pre-proposal? While this may be a necessary step for RCM, but could be problem from a faculty governance standpoint. Does this give power to Dean and Provost to take away a program? Kathy will summarize the concerns and put in document send out to committee for review. Michael - issues with calculations in the spreadsheet. George indicated there are typos.

Draft RCM document - Cody asked that the committee put together their feedback on this. It is unclear when they are using forecasted numbers and when using actual. Could be more detail on Provost efficiency target and subvention. The efficiency target is 2% of what? There seems to be an assumption that faculty positions are funded fully for the entire year, even when not filled. This isn't true in CAH as that is where NTT faculty are paid out of. How do they fund the non-academics? Would like to see a set of guidelines for the subvention. Last sentence of 5 subvention there is an error. They are subventing on % of net margin, but they are doing estimates of expenses. What departments get to charge fees to other departments?

Committee send a list of clerical things to Kathy on the RCM draft documents. The Executive Committee needs to send their own memo to Joel with their issues.

Collecting experience and effects from campus - Think about this and let Kathy know if you would like to be part of that.

Meeting was adjourned at 11:50 a.m.