

Minutes
November 17th, 2021

Called to order:

Deanna called the meeting to order at 5:31p.m.

Attendance

Judith Brewer, Björn Pellmyr, Geoffrey Odoch, Rehan Rashid, Stephanie Mora, Andrea Gaeta, Naif Binkassim, Phuong Nguyen, Deanna Corsilles, Joseph Bryant, Lacy Lampkins, Haley Rinehart, Sean Dahlin.

Absent: Gregg Schlanger,

Guests: Gregory Heinselmann

Agenda:

MOTION: Geoffrey made a motion to approve the agenda. Stephanie seconded. Motion carried. 6-0-0

Minutes:

MOTION: Geoffrey made a motion to approve the minutes. Naif seconded. Motion carried. 6-0-0

Reports:

a) Chair: None

b) Advisors: Lacy- None

Joseph- Reminder we do not meet for the holiday and then we will meet again December 1st (last one of quarter). Then we will meet again first week of January. Annual reports are due by December 1st and we will be reviewing those Winter Quarter.

c) ASCWU: S&A Annual Report is coming and is progressing really well.

Other Business:

None

Public Comment

None

New Business:

A. Base Funding Adjustment Recommendation

- Lacy has a recommendation for FY22, FY23, FY24, and FY25.
- Actual enrollment number this year was lower than projected when setting the budgets last year. Based on the lower enrollment, we have less revenue than budgeted and are recommending reducing the allocation by 5% (\$372,500) for FY22 and by 10% (\$745,000) for the remainder of the quadrennium (FY23-FY25). That does not bring us down to zero. We are trying to provide the student services while balancing the financial strain. The recommendation will use about a half of our reserves.

- We are required to have at least \$500,000 in our reserve account and the proposal would leave us with about \$3,000,000 at the end of the funding cycle.
- When we do budget adjustments the specific details are typically handled at the vice president level (division level). CFO and Provost would handle where the specific program adjustments might fall. The committee really only recommends the total number of reduced allocations.
- Joseph: Reminder when looking at chart of the reserve, we were making sure that we would utilize our reserve as much as possible while also aiming to have a positive debt service ratio for the institution.
- The recommendation is for the entire funding cycle but will review this every year (during Fall Quarter). We will double check that our numbers are on target.
- Vice Presidents will discuss each program and understand the needs and then concluded what reductions each area would receive.
- The 10% reduction is the lowest to adhere to the debt service ratio. Our target is going to be 1.0 and that is what is required by us as the university. We will review each year the Fall enrollment numbers to ensure we are on track to hit the debt service ratio as an institution.
- Gregory Heinselman stated: We are down 2,000 students that are not paying into the funding pool, and we allocated for a larger enrollment last year for this fiscal year. 5% reduction this year allows departments to make smaller adjustments. It may take five to ten years to enroll the 2,000 we lost.
- Joseph stated: The recommendation is for a reduction in the allocation along with their S&A base funded expenses.
- Everything gets approved from the board of trustees.
- Gregory Heinselman stated: 25 vacant positions in Student Success, we may keep vacated or fund depending on the need of that department.
- Geoffrey stated: Michelle DenBeste and Joel Klucking should come present on what is finalized on the individual program adjustments. Needs to be a transparent process with S&A.
- Committee will deliberate and vote on this recommendation at our next business meeting.

Old Business:

A. Suspend Supplemental Funding

- Recommendation for the rest of the academic year is to suspend supplemental funding.
- Reducing expenses includes supplemental funding, to be able to better support the base funded areas.
- Due to the financial hardships, suspending the supplemental funding, allows the committee to have time to do a proper review of the base funded areas.
- Priority of funding: Student travel has taken a hit at 50% -Suspending supplemental

- Deanna advised the committee members that it would be in everyone's best interest to suspend supplemental funding because Lacy and Joey are trying to support the base funded areas which in turn support the students.
- Judy was curious if there is an alternative funding source, so the committee can reroute requests that they original may have to say no to.
- Lacy stated that depending on the request there may be alternative funding and that SURC Accounting assists requestors in identifying and connecting with those alternative options.
- Gregory Heinselman stated that academic related activities may have funding through Academic Deans. Academic Deans have foundation money that they may decide to use depending on the case. Most foundation money that Dean Gregg has is for emergency medical support, or students who need money to finish their degrees.
- Lacy pointed out that a lot of base funded areas that already have funding set aside for clubs and orgs. It is just a matter of them distributing the funding.

MOTION: Judy made a motion to suspend supplemental funding requests for the remainder of the academic year. Andrea seconded. Motion carried. 8-0-1

Public Comment

None

Adjournment:

MOTION: Judy made a motion to adjourn. Rehan seconded. Motion carried. Meeting adjourned at 6:27 p.m. 9-0-0

Schedule for Next Meeting:

The next meeting is scheduled for Wednesday, December 1st, online starting at 5:30p.m.