Strategic Planning and Budget Study Committee

January 9, 2009

Board Room

Chair Bill Strong called the SPBS Committee meeting to order at 12:00 pm. This meeting was requested by President Cale to discuss proration. Committee members present were: Ms. Martha Hickman, Mr. Mark Linder, Dr. Anna Lott, Mr. David Shields, Dr. Steve Smith, Ms. Brenda Webb, and Dr. Garry Warren. Absentees were: Dr. Kerry Gatlin, Mr. Raley Green, Ms. Tera Kirkman, Dr. Alan Medders, Ms. Sandra Poole and Ms. Lynn Underwood. Visitors attending: Dr. Andrew Luna and Ms. Donna Tipps.

President Cale distributed a memo to the committee which informed the committee that the University of North Alabama is subject to a 9% proration which means removing $2,766,730 from this year’s state appropriation. President Cale received a letter from the State notifying the University that the second part of Rainy Day Funds would not be used to reduce proration and that UNA’s plan for proration was due January 12, 2009. President Cale working with the Executive Council and the Chairman of the Board of Trustees has addressed this problem through the preservation of programs, personnel, and operating budgets. The following is a summary of actions taken:

• All current year funds that are unspent will roll forward to next year.

• All contingency and discretionary accounts are eliminated.

• Eliminate fund transfer to the technology reserve.

• Eliminate conditional legislative appropriations.

• The Distance Learning Fee account will absorb two positions.

• Freeze selected unfilled positions, presidential approval required to replace any vacancy.

• Place all continuing education personnel, selected business staff, and international support staff on appropriate auxiliary budgets.

• Eliminate non-technology equipment budget, replace with accumulated fund balance.

• Reduce physical plant budget for supplies, equipment repair, building repair, replace on an as needed basis with residual funds.

• Fund convocation, homecoming, and commencement from residual funds.

• Freeze unallocated athletic scholarships.

• Reduce diversity budget by 50%.

• Use residual funds to cover essential unanticipated needs.

This approach leaves whole all programs and their operating budgets with no layoffs. President Cale noted that with careful and prudent budgeting this plan will cover proration for this year and the next year. He also noted that construction projects will be continuing as well as projects that are earmarked for certain funds.

Dr. Smith informed the committee that unspent funds will be accumulated in September for next year’s budget. The mechanics of how funds will be rolled over will be discussed by Dr. Smith and President Cale. Dr. Smith expressed his appreciation for President’s Cale support and for protecting jobs. Dr. Smith also informed the committee that there would be no late registration fees this spring for international students to encourage enrollment. Ms. Judy Gullett was hired to notify students of this change.

Dr. Strong expressed his appreciation to the President for the plan for UNA and for not reducing programs and personnel.

President Cale will meet with the campus community in an open meeting January 14 to discuss the plan. Mr. Shields will meet with the SGA January 15 to inform the SGA of the plan.

The meeting was adjourned at 12:35 pm.

Respectfully submitted,

Debbie Westmoreland