Approved at the May 7, 2014 meeting

Strategic Planning and Budget Study Committee
Minutes of the Meeting of April 9, 2014
Raburn Conference Room

The Strategic Planning and Budget Study Committee (SPBS) met on April 9, 2014, in the Raburn Conference Room. The following members were present: Dr. Birdie Bailey, Mr. Ben Baker, Dr. Jeffrey Bibbee (proxy for Dr. Chris Maynard), Dr. Miranda Bowie, Dr. Thomas Calhoun, Dr. Kimberly Greenway, Dr. Dan Hendricks, Dr. Bill Huddleston, Mr. Mark Linder, Mr. David Shields, Dr. John Thornell, Ms. Donna Tipps, and Ms. Elizabeth Tyson. Dr. Brian Thompson, committee chair, presided over the quorum.

Call to Order

Dr. Thompson called the meeting to order at approximately 3:30 p.m.

Approval of Agenda and Minutes

The agenda and the minutes from the March 12, 2014 meeting were approved by consensus.

Old Business

a. Permanent Budget Line for International Affairs – Dr. Thornell presented the revised proposal that was tabled at the March 12, 2014 meeting, asking for E&G money, in the amount of $50,000, to secure the budget for International Affairs. This need is due to the declining enrollment in ESL, which had previously funded the operation. Dr. Bailey made a motion to approve and add it to the list. Dr. Greenway seconded and the motion carried.

b. Faculty Positions for HPER – Dr. Thornell presented the revised proposal that was tabled at the March 12, 2014 meeting, asking for money to fund additional faculty to support the growing undergraduate and graduate concentrations in sports management, for the 2015-16 academic year. Dr. Calhoun made a motion to approve and add it to the list. Mr. Baker seconded and the motion carried. The amount is for $90,000 - $120,000, the exact amount to be determined based on salary and benefits.

New Business

a. Academic Affairs Fixed Cost List – Dr. Thornell presented a list of fixed costs for Academic Affairs, that include faculty promotions, experience factor increases, supplies and travel for new nursing faculty member, adjunct budget increase, replacement of summer school expenses, Collier Library increases, and testing. Mr. Baker made a motion to accept and place it on the list. Dr. Greenway seconded and the motion carried. The amount of the request totals $440,837.03.

b. HES/Hospitality Management Faculty Line – Dr. Thornell presented a request that was originally made in 2012-13 and added to the list but not funded. Ms. Tyson made a motion to approve and place it back on the list. Dr. Bailey seconded and the motion carried. The amount of the faculty line, plus benefits, is $74,905.

c. English Department Graduate Assistants – Dr. Thornell presented a request for two graduate assistants in the Department of English in the amount of $23,748. Mr. Baker made a motion to accept and place it on the list. Dr. Hendricks seconded and the motion carried, with one abstention.

d. OIRPA/Qualtrics License – Dr. Thornell presented a request that will provide the University with an unlimited license package of the Qualtrics on-line survey management tool in the amount of $7,500. Dr. Greenway made a motion to approve and place it on the list. Mr. Baker seconded and the motion carried.

e. Music Performance Award Requests – Dr. Thornell presented a request for the committee to endorse the 2014-15 scholarship amounts in the absence of a previous vote from the SPBS Committee, in the amount of $59,893. Dr. McCullough also brought a request to the attention of the Committee that there was an additional request submitted at the same time, in the amount of

$15,500, which he and Dr. Smith revised. That revision was not re-submitted. Due to the confusion surrounding the requests, Dr. Thornell will meet with the President to determine what the scholarship amounts should be. (A suggestion was made that all scholarships be submitted through the Scholarship Committee, and a comprehensive list submitted to the SPBS Committee for review at one time.)

f. Student Engagement/Greek Affairs Request – Mr. Shields presented a request to provide a permanent E&G budget for Greek Affairs in the amount of $22,705, to provide education, training, and programming. There is currently not a budget in place. Dr. Huddleston made a motion to accept and place it on the list. Dr. Calhoun seconded and the motion carried.

g. Student Engagement/SOAR Request – Mr. Shields presented a request to provide a permanent E&G budget for the SOAR (Summer Orientation, Advisement, and Registration) program to provide the student counselor salaries, fund their attendance at national conference, and allow the auxiliary money generated to continue to support the SOAR operating expenses, without having to raise the attendance fee. Mr. Linder made a motion to approve and add it to the list. Dr. Greenway seconded and the motion carried.

Discussion

Throughout the meeting, committee members discussed problems associated with the budget process as it currently stands and possible ways to create a more effective means of determining what requests will be funded. Ms. Tipps clarified that not all of the costs presented at today's meeting are true fixed costs; however, this is the way they have been dealt with in the past. Also, she reported that there will be other fixed costs that the committee has not considered, such as operations in the Commons and science buildings, that have not yet been determined and may be significant.

A comprehensive list of the items that have been approved for 2014-15 will be submitted for discussion at the May meeting, along with ideas for a revised funding model.

Announcements

Next Meeting – Wednesday, May 7, 2014, 3:30 p.m., Raburn Conference Room (one week early due to commencement)

Adjourn

The meeting adjourned at 4:52 p.m.