

Draft-minutes will be approved at the April meeting

Strategic Planning and Budget Study Committee

Minutes of the Meeting of March 15, 2017

Bibb Graves Board Room

Call to Order

The Strategic Planning and Budget Study Committee was held in Bibb Graves Board room on March 15, 2017. The meeting convened at 3:00pm, Dr. Molly Vaughn presiding, and Bliss Adkison, secretary.

Members in attendance: Dr. Jeffrey Bibbee, Mr. Hugo Dante, Dr. Kimberley Greenway, Dr. Katie Kinney, Dr. Donna Lefort, Mr. Mark Linder, Dr. Quinn Pearson (proxy for Dr. Sandra Loew), Dr. Donna Lefort, Mr. Mark Linker, Ms. Audrey Mitchell, Dr. Brian Thompson, Dr. John Thornell, Dr. Ryan Zayac

Members not in attendance: Dr. Debbie Shaw, Mr. David Shields, Mr. Evan Thornton

Guests: Dr. Richard Hudiburg; Dr. Carmen Burkhalter, Dr. Christopher Maynard, LTC William Pruett, Dr. Cynthia Stenger, Dr. Yi-Min Cai, Dr. Daniel Stevens, Ms. Chiong-Yiao Chen, Dr. Ian Leoppky, Ms. Hillary Coates, Ms. Tammy Jacques, Ms. Joan Williams, Ms. Melissa Medlin

Approval of Agenda and Minutes

Motion was made by Dr. Kimberly Greenway to approve agenda. Motion carried.

Motion was made by Dr. Bibbee to approve last meeting's minutes. Motion carried.

Old Business

No Items of old Business were discussed

New Business: Funding Requests

Dr. Vaughn welcomed all presenters to the meeting. She reviewed the protocol for the meeting in regards to the allotted time for each request. All requests will be presented and a time allotted for questions will be allowed. Due to the amount of requests, seventeen propositions will be presented today and the remaining twelve will be presented on April 12th. All requests will be considered by committee for vote to move to the prioritization list on April 12th after all requests have been presented. A second April meeting has been scheduled for April 26th at 3:00pm. The prioritization of the overall list of budget request presented to the President will be conducted in this meeting. After this protocol review, the following requests were presented:

**A. College of Arts and Sciences-Psychology-New Tenure-Track faculty position
(\$61,722+25% fringe benefits)**

Dr. Hudiburg reviewed this request. This request was approved last year, but was not funded. Currently the department has four full time faculty and several adjuncts. In order to offer a major that exhibits growth, an additional full time faculty member is needed. Dr. Maynard stated that this request, as well as the two subsequent requests, are considered highest priority by the College of Arts and Sciences.

Draft-minutes will be approved at the April meeting

B. College of Arts and Sciences-History-New Tenure-Track faculty position in African American Studies (\$77,729.64)

Dr. Bibbee addressed the committee in regards to this request. This new faculty line would primarily teach undergraduate courses in US history, but would also offer additional courses in African American history at the upper level. The History department has recently offered a record number of US History courses and taught over two thousand students; thus, there is a need for an additional faculty member to serve the UNA community. Dr. Bibbee stated that this position will allow the History department to better serve all members of the community by offering a position in African American history. Dr. Maynard also stated the need for an African American history position to better serve the community.

C. College of Arts and Sciences-Military Science-New Full-Time Administrative Assistant (\$33,951.60)

LTC William Pruett was present to address the committee concerning this request. All positions are federally funded within the department of military science. The department also contributes over \$280,000 in fully funded federal scholarships annually, additional GI benefits, and roughly \$400,000 in faculty/staff lines to the university. In the original contract signed in 1964, this position was a specific part of the agreement. This position was eliminated in 1980 due to a staff conflict and was never replaced. LTC Pruett also stressed that the funding of this position would show support from the University for the Military Science program. Dr. Maynard stated that this department is the only academic department that does not have administrative support. He also stated that this department generates credit hour production, but is not an expense to the University; thus, the funding of this position would show support for the program and its importance to the UNA community.

D. College of Arts and Sciences- Dean's Office- New Full-Time Administrative Assistant for Performing Arts (\$34,970.15)

Dr. Maynard stated that the number of events in the performing venues has continued to grow over the past several years. With this growth, the amount of administrative duties has also increased. Currently there is limited administrative support for the continued growth of events in the performance venues. The goal for the department is to continue to bring events to the performance venues; however, administrative support is needed to continue the growth.

E. College of Arts and Sciences- Mathematics- Build the Math Fellow Program (\$21,000)

Dr. Cynthia Stenger discussed that the Math Fellow Program is a cost effective way to provide math support to all of the students. Fellows offer supplemental instruction to those students in need after attending the corresponding math class. This program offers benefits to faculty as well by allowing the Fellows to be a bridge to students in the classroom. Currently UNA math students are being recruited as tutors by different campuses at a higher compensation. This program would allow UNA to be a competitive offer for math students looking to serve the student community with tutoring.

F. College of Arts and Sciences- Music-Music Staff Pianist (\$30,000)

Dr. Maynard was present to review request. All students within the music department participate in an applied music lessons. Most of these lessons require a pianist to accompany each lesson. Currently piano accompanist are paid out of the applied lesson course fee; however, this is not enough to cover the cost. This amount will cover about half of the applied lessons currently taking place.

Draft-minutes will be approved at the April meeting

G. College of Arts and Sciences- Music-Piano Lease for 10 years (rent to own) (\$30,000)

Dr. Cai presented that according to the past visit in 2012 from the National Association of Schools of Music, the quality and maintenance of the thirty-five department pianos are out of compliance. In order to resolve this situation economically, a ten-year lease for three piano at \$30,000 was presented. The pianos would include one concert quality Steinway and two upright Steinway for student and faculty use. Dr. Burkhalter stated that the department and college have attempted to find a donor for the pianos, but have had no success. She also stated these piano must be replaced due to accreditation standards.

H. College of Arts and Sciences-Dean's Office- Four Graduate Assistantships (\$58,392)

Dr. Maynard stated that all graduate assistantship programs are currently housed in the Dean's office and are distributed to graduate programs based on need and growth. This request is to bring this program closer to competitor ratios. Currently there are one graduate assistantships to every eleven graduate students; however, peer institutions currently have a 1:4 ratio of graduate assistantships to graduate students. This increase in funding will result in a 1:8 ratio, which is a step toward competitive growth. Graduate assistantships are a marketing tool used for the graduate programs.

I. College of Arts and Sciences-Music-Visiting Instructor position in Music-Violin (\$35,000)

Dr. Stevens stated that the string studies have increased exponentially over the past several years. Currently the Shoals Symphony and the Music Department have collaborated in order to bring a string instructor to the Shoals due to the high demand placed on the department. Currently this position is a grouped together to become a somewhat full time position by allowing her to be a three quarter adjunct, postgraduate student, and concertmaster for the Shoals Symphony. Dr. Stevens stated that this position be codified in order to be brought to together as a visiting instructor of violin students; teaching a fifteen hour credit load instead of a nine.

J. College of Arts and Sciences-Art-New Assistant Professor of Art History (\$60,000+benefits)

Ms. Chen stated that this request would be to fill a need for an Art Modern Historian in the department. Currently there is a deficiency in the department in this area and the accreditation body has reflected this fact. The department will also see increase in enrollment due to general education standards changes in the upcoming fall.

K. College of Arts and Sciences-Music-Choral Ensemble budget Increase (\$5000)

Dr. Leoppky stated that the UNA choir has not seen a budget increase in over ten years. Originally, the budget was developed to meet the needs of only one chorus. Dr. Leoppky presented a list of events in which these chorus groups perform to support the University. He stated that the three choruses would not be able to sustain this type of performance frequency at the current funding rate. As ambassadors of the university, Dr. Leoppky requested that these funds be increased to support this program and help in recruitment.

Draft-minutes will be approved at the April meeting

M. Graduate Admissions- Regular Full-Time Graduate Admissions Assistant Position (\$31,410)

Dr. Thornell and Hillary Coats stated that the Office of Graduate Admissions is a stand-alone operation that has been increasingly stressed due to the increase of graduate enrollment. Adding personnel to the office will allow the office to become much more efficient. The communication with a prospective student from interest to application is vital to the recruitment of graduate students. This position would allow this office to be more efficient in those matters.

P. VPAA/Student Affairs/SGA- University Awards Gala- \$15,000

Ms. Jacques reviewed the history of the Awards Gala. She stated that currently the funds are divided among several departments. This night has been designed to be a celebration for student and faculty. Many different awards night were collapsed into this one event. The increase in requested funds (from 12,000-15,000) are due to an increase in cost for food. The fee has been raised for the guest from \$12.00 to \$15.00 dollars as well to subsidize the increase in costs.

Q. Student Affairs-SOAR-Fixed E&G budget (cover SOAR counselor stipends) (\$26,600).

Ms. Jacques stated that freshman are charged \$85 for freshman and \$45 for transfer students who attend cost. SOAR does not receive any funding from the University. All expenses are paid for by the revenue generated by the admission for the students. In order to keep up with the demand of this program without raising the cost for potential students, Ms. Jacques is requesting an E&G budget. This amount will cover the SOAR counselor stipends, which will free the remaining revenue for other expenses.

O. College of Education- Counselor Education-Graduate Assistant- \$9000 + tuition for 18 annual credit hours

Dr. Quinn Pearson stated that graduate assistants are vital as a recruitment tool. These graduate assistants would provide assistant in department, research, and QEP research. The mental health program is a sixty-hour program; thus, it is a significant financial responsibility for students compared to other master's level programs on campus. Also, for accreditation, one of the standards is the availability of graduate assistants. Dean Lefort supported that this would be a significant recruiting tool for this program.

L. ODIE- Increase in Operating Budget (\$20,000)

Joan Williams stated that the ODIE budget has remained the same for the past three years. The department has been supplemented by the "Knight vs. Alabama" fund; however, this fund will be depleted by the end of this year. Ms. Williams reviewed some of the functions and different tasks that the ODIE has completed in the past years.

N. Student Affairs- Career Planning and Development- New Position- Internship and Co-op Specialist (\$43,420.08)

Melissa Medlin stated that this position would allow students to have a resource for finding internships and connections with businesses in the area. Ms. Medlin stated that an increasing desire for employers is for students to have more experience in the work place. She stated that the potential of a donor is no longer existent. This request would help facilitate the process of internships and employer connections.

Draft-minutes will be approved at the April meeting

Due to the increase in budget request because of food cost increases, Dr. Thornell suggested that the committee reach out to the Food Services Committee and state that there has been a conversation during the SPBS regarding this issue. The committee is concerned with the amount of request that have been driven by food cost increases. Dr. Vaughn will reach out to the chair of the Food Services Committee regarding this issue.

Announcements

- Dr. Loew will be able to speak to the Counselor Education requests again due to interruptions during Dr. Pearson's presentation.
- The next meeting will be April 12, 2017 at 3:00pm in Bibb Graves Board Room
- The prioritization meeting will be held on April 26, 2017 at 3:00pm in the Bibb Graves Board Room

Adjourn

Motion was made by Ms. Mitchell to adjourn. Meeting adjourned at 4:15pm Motion carried.

Submitted by,
Bliss Adkison
Secretary (2016-2017)