

Minutes
Budget Review and Development Council Meeting
Wednesday, January 25, 2012, 9:00 a.m.
Business Administration Room 290

Members present: Janet Anderson, Grady Blount, Erica Contreras, Carlton Cooper, Alicia Currin, Ricky Dobbs, Ben Doughty (in place of Sal Attardo), Ray Green, Allan Headley, LaVelle Hendricks, Randy Jolly, Anwar Karim, William Kuracina, David McKenna, Brent Mangus, Greg Mitchell, Brian Nichols, Randy Odom, Cynthia Rhodes, Sandy Weeks, Tim Willet

1. Alicia Currin called the meeting to order and informed the committee that we will be going paperless for future meetings and will provide documents via presentation/share site.
2. Janet Anderson noted that Alicia Wittkopf will replace Stephen Harris as one of the Advancement Budget Council representatives. Alicia was unable to attend this meeting.
3. Alicia introduced Erica Contreras, who will provide administrative support to the Council.
 - a. Erica provided a brief introduction and overview regarding her plans for the shared site.
4. Brian Nichols provided a short recap on the fee increase process for student fees.
 - a. There were no updates to be reported.
 - b. Brian informed the committee that any department could apply for funds as long as they provide support to students.
 - i. Funding requests will go out in the coming weeks.
 - c. Student referendum agenda item will likely be removed from agenda.
5. Alicia reviewed the System Fee Information
 - a. Mandated budget items- reference was made to the Planning Sheet from the prior meeting
 - b. Information from System on mandated insurance funding was discussed
 - i. Decisions need to be made regarding use of these funds; the amount is no longer mandated.
 - ii. Brief discussion regarding insurance premiums rising.
 1. Several questions were asked regarding the difference in plans, deductibles/out of pocket expenses, etc.
 - iii. Tuition and Fee proposal to be submitted at BOR meeting in May.
 1. Tuition and fee increases due to System by spring break.
 - c. Public Hearing to occur before February 29th.
 - i. Janet and Alicia to prepare the hearing information.
 1. Referenced previous hearing presentation.
 2. Alicia asked the committee to email suggestions and input related to the hearing.
 3. Requests some sort of electronic meeting or chat session for one of them.
 - ii. Hearing is required if increasing designated tuition.
 1. Light discussion regarding low attendance at past hearings.
 2. Dr. Headley mentioned advertising methods of other institutions.
 - i. Live sessions
6. Alicia discussed the Call for New or Increased Student Fees and Call for New or Increased Charges for University Services.
 - a. Email notification sent January 20th to executive levels; only non-mandatory fees will be reviewed by the Council
 - b. Due to Janet by no later than February 3rd
 1. Report on received items to be available Feb 8th.
 - c. System Forms- not provided as of yet.

- d. Deadline to system- no firm date as of yet.
7. Janet discussed the Mandatory Reallocation Process.
- a. Notification to vice presidents sent January 5th.
 - b. Alicia mentioned that the requests need to align with the Guiding Principles.
 - i. A few questions were asked regarding feedback from university community.
 - ii. Discussion regarding the effects of reallocation on personnel.
 - 1. Committee feedback on how to adjust to cutbacks.
 - 2. Evaluation of the reduction process.
 - 3. Alicia reminded the committee of the President's commitment to the process.
 - a. She referenced the \$1.6 million dedicated to faculty lines in spite of reductions.
 - c. Strategic Initiative funding requests from the reallocation pool due back to Janet February 3rd.
8. Institutional Effectiveness- presented by Janet Anderson
- a. Closing the loop on accountability for awards from prior year.
 - i. Referenced document
9. Alicia presented the idea of a retreat for consideration.
10. Alicia ended the meeting, announcing that the committee would meet again on Wednesday, February 8, 2012. The meeting was adjourned at 9:45 a.m.

Other:

- a. Janet distributed Budget books.
- b. Next meeting - Planning data to support the 3% increase - (Dr. Mary Hendrix presentation- the enrollment bubble)