

Budget Review and Development Council (BRDC)
January 28, 2015 9:00-10:30 am (BA290)
Minutes

Members in Attendance:

Linda King	Ryan Ivey	Lavelle Hendricks	Steve Williams
Tim Letzring	Brent Donham	Derald Harp	Arlene Horne
Stephen Starnes	William Kuracina	David Scott	Leigh-Ann Spates
Greg Mitchell	Paula Hanson	Tina Livingston	Blake Shaw
Cheryl Scott	Ricky Dobbs	Dina Sosa	John Kaulfus
Tim Willet	Luis Franco	Lisa Martinez	Derryle Peace

Ex-officio Members in Attendance:

Betty Block	Janet Anderson	Barbara Corvey	Jackson Dailey
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Guest Speakers:

Alicia Currin	Dan Jones
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- I. Alicia Currin welcomed everyone and mentioned she was no longer a member of BRDC due to her new role as CFO and that Paula and Tina would now be co-chairs. Paula recognized Alicia's efforts in BRDC and thanked her for initiating this committee to improve collaboration and transparency at the University.
- II. Dr. Jones' Charge for this Fiscal Year/Sub-Committees:
 1. **Maximize Formula Funding:** Dr. Jones stated the goal is to routinely maximize revenue streams. All members should understand how the budget works and how it ties into strategic planning. The strategic plan must be extended to include financial goals. We must maximize growth and focus on the long term (3 to 5 years). The program inventory will carry TAMUC into the future. We must focus on formula funding and evaluate our current programs to see what we can do to build on them and generate higher formula rates. It will be important to collect data from programs to reflect which programs can be built on and which programs could be discontinued.
 2. **Investment in Marketing:** Dr. Jones mentioned we need to also develop strategies for marketing.
 3. **Accountability Measures and Long-Term Enrollment Forecasting:** Dr. Jones spoke on outcomes based funding considerations and interest in accountability efficiency, which is closely scrutinized. Retention and graduation rates, both 4 and 6 year, were discussed. Targeted strategies must be created in order to improve and maintain these.
 4. **PwC Administrative Review:** Dr. Jones spoke on the PwC Administrative Review findings, which will be presented at the upcoming Board of Regents Meeting. The report recommends efficiency measures resulting in savings of \$880,000 per year

(\$3.6M over 5 years). Further information will be provided after the final report is released.

5. ***University Services Fee Allocation Model:*** Dr. Jones suggested that the current budget commitment should be reevaluated after it expires.
6. ***Per our current strategic plan, identify 1% by division of permanent funds to be used to be redirected to instruction.***
Dr. Jones emphasized the need to redirect to our core mission. This consists of teaching, research, and service.
7. ***Develop a priority list of initiatives requiring new funding for FY2016 based on the strategic plan. In keeping with the goal of the PwC Administrative Review, these initiatives must be ones which result in increased funding for the core mission of the institution.***
Dr. Jones stated that we must prioritize the mission of the university. This is a pivotal moment for our university.

III. Accomplishments from Last Year (Paula)

- a. *Paula Hanson reviewed the BRDC accomplishments from last year:*
 1. The Nursing Tuition Differential was approved by Dr. Jones and presented to the Board of Regents in May.
 2. All divisional permanent and one-time reductions were submitted to the Budget Office as requested.
 3. A sub-committee led by John Kaulfus and Greg Mitchell developed a consolidation of fee proposal. The plan was presented to the Board of Regents and approved in May.
 4. The proposed new strategic funding initiatives provided by each vice president was submitted to the committee for ranking and then provided to Dr. Jones for consideration.
 5. The guaranteed tuition model was presented to BRDC for feedback and then proposed to the Board of Regents for approval in May.
 6. The proposed merit plan was submitted to the Board of Regents for approval in May.

IV. Formula Funding Update (Alicia)

Alicia Currin reviewed the draft formula funding documents, explained how funding is given, the concept of the base period, and weighted hours.

V. Review of Other Handouts

a. THECB Accountability Report Draft

Paula Hanson reviewed the Accountability report and referenced certain measures which can directly and indirectly impact our budget.

b. PwC Administrative Review *Draft* Report

Paula Hanson reviewed an article from www.theagle.com and inserts from the draft PwC report. Paula explained TAMUC's position on the summary and reviewed areas being analyzed at the administrative level, such as travel and EPAs. Discussions continued on staffing analysis and a question was posed regarding whether or not we are being held to this. It was stated that we do have flexibility to change but we will need to provide updates to the board in the next year.

c. University Services Fee Tables

Tina Livingston discussed the Tuition and Fees Schedule. It was stated that guaranteed tuition plans were put into place and inflation increases will need to be allocated. The university services fees were budgeted flat for 2 years and the possibility of reallocating funds to different areas was discussed.

VI. Other Announcements

a. New Member training (Janet)

Janet Anderson discussed the training she had provided new members.

b. Closing the Loop Process (Janet)

Janet Anderson discussed the Closing the Loop assessment and will provide an update at the next meeting.

c. Sub-committee meetings

Paula and Tina offered assistance to chairs of each sub-committee.

VII. Timeline/Due Dates (end of April)

Paula encouraged each sub-committee to be done by April in order to present findings, finalize, and present to Dr. Jones in May.

VIII. Reminders: Next Meeting 2/18/15

a. Legislative Updates

b. Stewardship Committee for the Strategic Planning Task Force Update

c. Future Meetings:

i. March 4th

ii. March 25th

iii. April 8th

iv. April 22nd