

Budget Review and Development Council Meeting

May 1st, 2013, 9:00 a.m., BA 290

Minutes

Members present (26): Paula Hanson, Grady Price Blount, John Kaulfus, Brenda Morris, Blake Shaw, Janet Anderson, Tim Willett, Luis Franco, Dale Funderburk, Derryle Peace, Daniel Edelman, Donna Spinato, Tina Livingston, Arlene Horne, Ray Green, Ryan Ivey, Ricky Dobbs, William Kuracina, Greg Mitchell, Marshall Campbell, Randy Odom, Gail Johnson, Eric Gruver, Kim Laird, Stephanie Holley, and Johnny Kirkpatrick.

1. Paula Hanson called the meeting to order and presented agenda and minutes from the previous meeting. Since there were no changes, the minutes were approved and posted on the web.
2. The VPBA Leadership Cohort (6 employees) presented its engagement, benefits and recommendations.
3. Announcement: Vice Chancellor Hallmark will visit May 6-7 and meet with all sub-committee chairs for overview on accomplishments.
4. Sub-committee reports/recommendations (Chairs)
 - a. Departmental Operating Model: Kim Laird presented Metric-Driven Budgeting for Operating Budgets report, included the followings:
 - i. The Budget Review and Development Council's Operating Budget Sub-Committee (OBSC) was charged with performing a thorough review of the existing incremental operating budget model and exploring the feasibility of implementing a metric-driven model for allocating departmental operating budgets.
 - ii. The OBSC explored the current operating budget process in depth and determined that a model employing cost driver and performance metrics could provide better alignment resources with University growth needs, strategic goals, and guiding principles. While a complete shift from incremental budgeting to a metric driven model will take several years to implement, the OBSC recommended that the University begin the transition this year by allocating any new operating funds among the Executive Budget Units using full-time faculty and staff equivalents.
 - iii. FTEs represent an easily obtainable and reliable cost-driver measurement and the allocation of new funds using this new method will increase awareness, hopefully instill confidence, and build University support for eventual transition to completely metric-driven (cost and performance) budgeting in the future.
 - iv. The Sub-committee recommendation was approved unanimously.
 - b. Summer School Model: Marshall Campbell presented additional information on recommendation regarding the fixed amounts:
 - i. The Summer Business Model calculation is designed to use easily quantifiable metrics to determine the amount of surplus funds generated by Summer School.
 - ii. Although there are components of summer school earnings that are not considered in the surplus calculation, we believe that the current calculation provides a reasonable estimate of the surplus. In order for the deans to have greater flexibility in utilizing these surplus funds, we recommended that there be a fixed amount of funds allocated to each college as well as to the Library and

Graduate School at the beginning of the fiscal year, with the remainder being distributed at a later date in consultation with the Provost Office. These funds should be used for expenses such as salaries, operating funds, conference travel to present articles, publication/page costs, and undergraduate research grants.

iii. The Sub-committee recommendation was approved unanimously.

5. Review of BRDC Notes/Funding from Previous Year:

The pride magazine and 24-hour library were items recommended by BRDC last year to be funded this year. Pride is considered a way to reach out to alumni, but return on investment is not easily identified. The fixed cost is included in yearly budget; the increase is not permanently added.

6. Strategic Resource Requests Deliberations:

Paula Hanson presented summary of all submitted strategic requests; another spreadsheet listed top priorities, except for VPAA. Due to Dr. Jones recent announcement to fund 10 additional faculty lines, the VPAA requests were further reviewed and prioritized to take into consideration the new faculty lines that would be funded based on the new metric-driven model.

- a. Strategic Funding Requests were approved by majority vote per line item (see attached).
- b. The council also approved that the additional faculty lines approved by Dr. Jones would be handled in the Provost office, utilizing the new metric-driven model.

7. Meeting was over at 11:20am.

Next meeting: 5/15/13 (BA 290).

Future topics: Recap of BRDC/Plan Presentation to Dr. Jones.