Budget Committee  
2/20/2017  
Minutes  

Attendance: Roxane DeLaurell, Weishen Wang, Scott Harris, & William Veal (quorum)  

Motion to approve minutes from November and January  
Motion to amend November minutes:  
Discussion about whether to include where the exact problem came up  
Add a small change to clarify School of Business curriculum process was not followed by this particular proposal by one department, in the area associated with the proposal as presented.  

Motion to approve with change to include “School of Business by One Department”  
Unanimous pass with quorum of 4/4  

Invite Deans to Meeting  
In the past 2 years, the Deans have been asked to present an update on their schools to the Budget Committee. This was done with the help of Provost McGee who wanted to share the role of transparency with the Faculty Budget Committee. The committee would like to extend an invitation to all deans to present at this annual meeting. Last year (2/24/16) each dean gave a 7-minute talk with time for questions and answers. Each dean prepared a 1-2 page report that included what they would do with a 3% or 6% cut (as occurred). The items to report come from face-to-face discussion and a continued online discussion through email by the committee members.  
The reports included:  
Background of their school  
Who they were as a school?  
What was going on with new and existing programs and outreach?  
What did they perceive as new challenges for them?  
How would they cut 3 or 6% from their budget? How would this impact their school?  

It was determined at the last Budget Committee meeting and reinforced this month that the Budget Committee would like to get reports from the deans this year.  

Sample new questions: If the BOT would increase their budgets, what would the deans do with the extra money?  

Q: Some general discussion ensued with several questions being suggested; was last year the first time they came to Budget Committee? Was it done 2 years ago? We do not know. Todd indicated it had been done for four to five years. William will scan in the documents from last year into OAKS.  

It was determined that the Budget Committee must continue the Annual Presentation of Deans to be able to best inform the Senate of the continuing budget process and decisions leading to any budget.  

Last Year’s Meeting:  
- Some dean’s shared more than others  
- Provost McGee got ideas about how Deans were going to cut
• Provide an opportunity for the Deans to discuss their decision-making process
• How do they handle changes in students between departments etc.?
• Wish list etc.

Other questions arose from the discussion?
Q: How much do deans have in the say of next year’s budget when we don’t know what the funds will be?
Q Provost: How does he distribute funds across the Schools/Deans? Say a 10% increase in funds, who gets what?
This year’s excess/surplus is already accounted for. Upcoming will be new retirement (i.e., $500k). This year is structurally solidifying where we are.
Q: Will there be a raise? Merit? Cost of living?

What do we want Deans to report to us?
As part of our requirement in the FAM to “review each annual College budget”, the Budget Committee has held an Annual Presentation of Deans to report and clarify how they approach the budget process and how that might impact faculty.
If there was an increase, what changes will you make?
What is the value for them to report to us?
What are they asking for through the BOT?
Give the Deans some broad avenues to present upon
o Background of your school. Number of professors and adjuncts and instructors? Shifts patterns in students for majors and minors? Compare students from last year to this year.
o Who are you as a school? What is your identity?
o What have been and are the biggest challenges in your school due to two years of budget cuts?
o How might a shift in a strategic vision for your school be impacted with any new money in the future?
o What are your plans for outreach with any new and existing programs?
o What is your process for creating budget recommendations to bring to the Provost?

William will send out the information and he will need comments within 7 days so we can get these questions together for the Deans.

The committee determined that all Deans were invited. In addition, it was decided that Jimmy Foster from admissions was not needed since his reports have been received in Senate already and is posted on the College’s website.

William will get Todd’s input.

Annual Presentation of Deans will be held from 2:00-4:30 on Monday, March 20. A room will be reserved by end of February.