Budget Committee
Agenda
April 13, 2020, 9am Zoom
https://cofc.zoom.us/j/89803793481

Members present: Bob Pitts, Agnes Southgate, Suzanne Austin, Julie Davis, John Loonan, Jonathan Neufeld, Tim Barker, William Veal, Yaron Ayalon

Meeting began at 9:00am

1. “Thank you” to departing 21/22 members – Julie Davis & Todd McNerney
   Welcome new 22/23 members – Tim Barker (Chemistry) & Cliff Peacock (Studio Art)

2. Update – Committee Scheduled Reporting to Senate – Early Fall & Late Spring – written yearly report - Pitts

3. Election of Chair and Secretary for 22/23
   ● Bob Pitts unanimously elected to continue as chair
   ● Adam Jordan unanimously elected to continue as secretary

4. Update - Continuing development of procedures and timetable for Committee & Senate recommendations for School and Department Structural Changes - Pitts & Provost Austin
   From our duties - The committee reviews costs for new College programs, initiatives, and program termination (brought forth by the Provost)
   ● Provost Austin expressed the desire to continue to design an inclusive process, pointing to the importance of the flow chart (File attached)

5. REACH and REI Budget Allocations for 22/23 and beyond – Provost Austin
   ● Provost Austin expressed the need for sufficient sections of courses which meet the requirements of the REACH Act.
     ○ Several options could achieve this including: 1. 3 visiting professors on a 4/4, 2. Adjuncts who teach a 4/4
     ○ 122 credit hours remain the requirement for graduation at CofC
     ○ New REACH and REI requirements will cause shifts in enrollment
     ○ Provost Austin has released a call for director of REI, which includes stipend and course release. The search committee is formed and the call is active.
     ○ Provost Austin estimates the cost of the REI director and associated initiative to be around $40k.
     ○ In 2 to 3 years, the college will reach the “demographic cliff,” in which the number of graduating high school students will decline.
○ Yaron Ayalon raised a question as to whether or not certain subgroups within the overall “demographic cliff” data may actually increase, suggesting an investment now in the recruitment of those groups may be beneficial.

○ Phase 2 articulation agreement will allow transfer students with enough credits to apply those credits to Gen Ed requirements, allowing them to enter with junior status.

   ● John Loonan shared revenue forecasting provided by Kennedy and Company.
   ● Full budget proposal to the state will be submitted in June after meeting with the trustees in May.
   ● John Loonan reported that the college will receive a $4.1 million appropriation increase. A 3% salary increase is projected.
   ● Longterm (5 year) budget projection suggests a decrease in acceptance rate (76% in 2021-2022 to 69% in 2025-2026). In that time period total revenue is forecasted to grow from $142.4M to $168.2M. Incoming freshmen classes remain between 2300-2500 each year.
   ● One major upcoming cost is a required 18% increase to the cost to the employer by PEBA for health insurance.
   ● William Veal raised a question regarding adjunct pay, noting that while faculty pay is scheduled to increase annually, adjunct pay is not included and this could result in difficulty in the recruitment of well-qualified adjuncts.
   ● Yaron Ayalon raised a question as to whether the CFO’s office would consider investment in rising demographic populations. John Loonan affirmed that his office would consider data regarding demographic population increases.
   ● Tim Barker inquired as to whether there was a specific figure for adjunct pay increases. John Loonan did not have that figure available, but would prepare it for the next meeting.
   ● Tim also inquired about summer school projections. John Loonan expressed that summer school represented about $10M out of our $190M budget, and this was an area where growth was possible.
   ● Jonathan Neufeld inquired as to how summer semesters would be calculated under RCM. John Loonan expressed that it would be managed by the schools.

7. Discussion: Implementation of Committee recommendations to provost for Academic Affairs budget priorities – procedures and timetable given college budget timetable.

Adjourn 10:24
The Budget Committee is composed of seven faculty members. As a standing Senate Committee, at least one of the elected faculty members must be a Senator. The Provost and the College Budget Director are non-voting, ex-officio members.

Membership duties include reviewing College policies relating to long-range financial planning, budget preparation, the allocation of funds within budget categories, and the recommendation of policy changes is also included. Committee members review, in particular, projected costs of proposals for new College programs, initiatives, and program termination (brought forth by the Provost). The members inform the Senate, before these proposals are put to a vote, of the Committee’s overall evaluation of their potential budgetary impact. Finally, committee members review each annual College budget. The Chair of the Budget Committee, or a designated representative, attends meetings of the Budget Committee of the Board of Trustees.

(Description adapted from the Faculty/Administration Manual, August 2017: Article V, Section 2.B.2)