

Strategic Planning and Budget Study Committee
August 28, 2008
Arts & Sciences Conference Room

The Strategic Planning and Budget Study Committee (SPBS) meeting was called to order at 2:00 pm by Chair Anna Lott. The following committee members were present: Dr. Kerry Gatlin, Dr. Alan Medders, Mr. David Shields, Dr. Steve Smith, Dr. Bill Strong, Dr. Garry Warren, and Ms. Brenda Webb. Absentees were: Ms. Tera Kirkman, Mr. Mark Linder, Mr. Kyle Mangum, Ms. Phyllis McGuire, Ms. Sandra Poole, and Ms. Lynn Underwood. Visitors were: Dr. Priscilla Holland, Dr. Andrew Luna, and Ms. Donna Tipps.

Dr. Medders made a motion to approve the agenda. Dr. Smith seconded the motion. The motion passed unanimously.

Dr. Warren made a motion to approve the June 3 minutes. Dr. Strong seconded the motion. The motion passed unanimously.

New Business

Dr. Holland presented a proposal for a new Distance Learning Coordinator position for distance learning. A coordinator is needed to meet the needs for the growth in the distance learning programs. Currently one staff member and graduate assistant is working in this area. Dr. Holland noted that more students are taking online courses due to the gas situation and the economy. Dr. Warren pointed out the following in support of this position:

1. Students are taking more distance learning classes.
2. Industries are paying for students to take distance learning classes.
3. Distance learning will help keep enrollment growing on a land-locked campus.

He noted that the program, foundation, and technology is in place, and UNA needs to take the next step.

A job description had been developed, and Dr. Holland reviewed the job description with the committee. Salary would be approximately \$42,000. Possible funding sources are distance learning fees and from ACCESS through the State of Alabama.

Dr. Strong made a motion for approval of the Distance Learning Coordinator position. Dr. Warren seconded the motion. The motion passed unanimously.

Dr. Holland also proposed a Grants Accountant position. She noted that requirements are expanding for grants. The office of the Vice President for Academic Affairs is currently managing \$5 million in grants that is ongoing. In the future, Dr. Holland wants to start a grant module in Banner from the proposal to final report. Funding for the position will come from indirect costs coming from grants. After discussion, Dr. Gatlin made a motion for the approval

to move forward with the Grants Accountant position to be taken from indirect costs. Ms. Webb seconded the motion. The motion passed unanimously.

Dr. Holland gave an update on security issues which have occurred in the library and other sites on campus. She introduced the possibility of Virtual Alabama, which is a GIS database, to the committee. With this system, cameras would be in place on campus and would be monitored. Dr. Strong noted that his department has the capability to develop the 3D models needed for the system. Mr. Shields informed the committee that this system is in place in residence halls now. He noted that personnel would be needed to monitor the cameras. Dr. Webb noted that privacy issues would have to be considered also. This was an information item for the committee.

Mr. Shields presented two budget issues to the committee:

1. Lion Alert System which is an emergency alert system for the University. This is a three year contract with costs of \$18,850 per year.
2. Public Safety Budget shortfall. Funds of \$22,100 are requested. This funding would enable Public Safety to catch up and also allow Public Safety to minimize costs to departments and organizations on campus.

Dr. Smith presented a handout entitled, Fixed Cost and Other Requests Presented to the Budget Committee for Fiscal Year 2008-09 (Attachment 1), which included Mr. Shield's requests. He requested that the committee review these requests.

After discussion and review, Dr. Strong made a motion to approve the two budget requests presented by Mr. Shields. Dr. Warren seconded the motion. The motion passed unanimously.

Dr. Smith also presented a handout, Fixed Cost and Other Proposed Budget Increases Approved by the Budget Committee for Fiscal Year-09 (Attachment 2), to the committee. The total for fixed costs increases is \$1,749,837 that has been approved by the committee. Dr. Smith reviewed these approved requests with the committee.

Dr. Smith also distributed a Fiscal Year 2008-09 E & G Budget (Attachment 3) handout to the committee. A balanced budget was presented by President Cale at the Faculty/Staff meeting on August 19. Dr. Smith noted a few changes that had been made to the budget. Total of funds needed for state appropriation reduction, fixed cost increases, staff level increases, and staff salary study increases is \$5,071,937. Sources of funds will come from a tuition increase, budget of excess tuition (used to pay for Banner), and E & G Budget reduction which totals \$5,071,937.

Dr. Smith presented the E and G Fund Revenue Budget Fiscal Year 2007-08 with Comparative Figures handout (Attachment 4) for the committee to review. He noted that the budget is balanced not including Mr. Shield's requests.

These were information items for the committee.

It was noted that today's meeting would be Chair Lott's last meeting to preside as chair. Dr. Bill Strong will serve as chair of the committee for the upcoming year.

The meeting was adjourned at 3:25 pm.

Respectfully submitted,

Debbie Westmoreland