

Strategic Planning and Budget Study Committee
Minutes of the Meeting of October 12, 2011
Boardroom

The Strategic Planning and Budget Study Committee (SPBS) met on October 12, 2011, in the Boardroom of Bibb Graves Hall. The following members were present: Dr. Thomas Calhoun, Ms. Peggy Hoekenga, Mr. John Ledgewood, Mr. Mark Linder, Dr. David Muse, Dr. Steve Smith, Dr. Brian Thompson, Dr. John Thornell, Dr. Kristy Van Rensselaer, Ms. Molly Vaughn (proxy for Dr. Andrew Luna), and Ms. Rebecca Walker. Ms. Donna Tipps also attended. Mr. Ben Baker, Dr. Bill Huddleston, and Dr. Alan Medders were absent. Mr. David Shields, committee chair, presided and a quorum was present.

Call to Order

Chair Shields called the meeting to order at approximately 3:30 p.m. and welcomed guests, Dr. Donna Jacobs and Dr. Brenda Webb.

Adoption of Agenda and Approval of Minutes

The agenda was approved as amended. The minutes from the September 14, 2011, meeting were approved as printed.

Old Business – None.

New Business

- a. Update on 2007-2012 Strategic Plan – Dr. Webb reported that a draft assessment of the 2007-2012 Strategic Plan is available online. The 2007-2012 Strategic Plan Committee will meet the week of October 10 to finalize the document.
- b. Kilby Work Group – Dr. Jacobs asked that she be allowed to bring a full report from the Work Group to the November meeting. The committee agreed.
- c. University Travel and Vehicles (Attachment 1) –Mr. Linder discussed the University's need for over-the-road buses that could be used by all campus groups. The current buses are dedicated to the shuttle service and are not designed for long distance use. Dr. Smith stated that the type of bus being considered will seat 40-plus people and will not have air brakes. The cost of each bus is around \$122,000. There is approximately \$200,000 available in the transportation fee account that is being used to maintain the current buses; however, part of that, along with capital money could be used to purchase two buses. No E&G money will be used. The purchase will have to go through the bid process. Ms. Peggy Hoekenga made a motion that the University purchase two buses for over-the-road use. Dr. Thomas Calhoun seconded the motion. The motion carried. (Additionally, a suggestion was made that a plan for replacing the current buses be established as the buses are nearing length-of-service expectations.)

- d. Scholarships through International Affairs (Attachment 2) – Dr. Calhoun submitted a proposal to allow International Affairs to use scholarship incentives to recruit non-U.S. high school students who are graduates of either International Baccalaureate programs or American high schools overseas. The scholarships would be self-supporting and would put UNA in a position to be more selective and more competitive in the international arena. Dr. Zhang would like to use \$40,000 of current scholarship dollars as seed money to be reimbursed from students that are recruited. Dr. Thornell made a motion to approve the scholarships and Dr. Van Rensselaer seconded. The motion carried.
- e. Band Scholarships For Leadership Positions (Attachment 3) – Dr. Calhoun proposed a performance award scholarship in the amount of \$1,000 (\$500 per semester) for the four band leadership positions (drum major, head majorette, head lionette, and color guard captain) regardless of academic major. This amount would be in addition to any scholarship amount that each band member receives. Dr. Smith moved that the University commit to these scholarships now (for 2012-2013 recruitment purposes). Dr. Muse seconded the motion. The motion carried.
- f. Band Leadership Scholarships (Attachment 4) – Dr. Calhoun proposed that an additional \$15,500 be allocated to music scholarships specifically for music majors and minors, to allow the Music Department to compete for talented students with an interest in music. Dr. Smith made a motion that the proposed increase to this scholarship line be made permanent beginning in 2012-2013. Dr. Muse seconded the motion and the motion carried.
- g. Culinary Assistant Position (Attachments 5 – 8) – Dr. Thornell reported the information item that Mr. William Yuille's part-time staff position in the Culinary Arts program has been increased to 30 hours, using existing funds. He then made a motion that the position be permanently funded at an amount to be determined in consultation with Catherine White. Dr. Thompson seconded the motion. The motion carried.
- h. Culinary Instructor Position – Dr. Jacobs discussed the popularity of the culinary arts program and that the increasing demand for culinary classes has overloaded the only faculty member; therefore, she is proposing the addition of an additional faculty position, either at the instructor or assistant professor level. The position will be supported by the potential growth in enrollment. Dr. Calhoun made a motion that the position be funded and the salary established in consultation with Catherine White. Dr. Thompson seconded the motion. The motion carried.
- i. Coordinator for Women's Center – Dr. Thornell informed the committee that the part-time coordinator position is being moved to a full-time position for the 2011-2012 academic year and funded with current money. However, with the illness of Dr. Anna Lott and the overload on Dr. Lynn Rieff (advisors for the Women's Center) there is a need for more permanent arrangements. Dr. Thornell made a motion that the position of coordinator be placed on a want list for the 2012-2013 year as a full-time, permanent position. Dr. Smith seconded the motion and the motion carried.

Miscellaneous Items

- a. Dr. Smith informed the committee that Marie Dodd, who has been head cashier for 20 years, is leaving the University at the end of the year. He plans to hire someone for the position prior to her leaving, in order for her to train her replacement.
- b. Mr. Linder stated that Division I criteria requires UNA to raise an initial \$3 million dollars to fund the move. The DI Advisory Board has verbally committed to securing gifts of \$525,000 annually for a total of \$3.15 million over the next six years. A Circle of Champions has been established and its members have secured verbal commitments of over \$300,000 to date.
- c. The next SPBS meeting will be held on November 9, 2011, at 3:30 p.m., in the Boardroom.

Adjournment

Dr. Thornell made a motion to adjourn the meeting at approximately 4:55 p.m.

Submitted by:

Kelly Ford
Recording Secretary