

Strategic Planning and Budget Study Committee

Minutes of the Meeting of April 10, 2013

Raburn Conference Room

The Strategic Planning and Budget Study Committee (SPBS) met on April 10, 2013 in the Raburn Conference Room. The following members were present: Mr. Ben Baker, Ms. Laura Giles, Ms. Peggy Hoekenga, Dr. Dan Hendricks, Dr. Bill Huddleston, Mr. Mark Linder, Dr. Andrew Luna, Dr. Chris Maynard, Dr. David Muse, Mr. David Shields, Dr. Steve Smith, Dr. Brian Thompson, Dr. John Thornell, and Ms. Rebecca Walker. Dr. Thomas Calhoun, committee chair, presided and a quorum was present. Ms. Donna Tipps and Ms. Molly Vaughan were also present.

Call to Order

Chair Calhoun called the meeting to order at approximately 3:35 p.m.

Approval of Agenda and Minutes

The agenda was approved by consensus. Mr. Shields made a motion to approve the minutes from the March 13, 2013 meeting. Ms. Giles seconded and the motion carried.

Old Business

- a. Fixed Cost List for 2013-14 (**Attachment 1**) – Dr. Smith presented a draft version of the fixed cost list. He will revise it to include tuition increase suggestions and email it to committee members (done on April 11, 2013).

New Business

- a. Funding to offer scholarships to students with ACT scores of 24 – Dr. Thornell addressed informational items: 1) the Lion Match scholarship program will be phased out over the next year; 2) the Scholarship Committee is exploring ways to attract students with a 24 ACT for the 2014-15 academic year and will bring that to this committee at a future date; and 3) a cap is being placed on presidential scholarships in order to control the amount of funds awarded in that category.
- b. Increase in dollar amounts for academic and leadership scholarships – Dr. Thornell presented the Excellence Scholarship Expense Projections (**Attachment 2**), requesting a \$300,000 (\$250,000 for academic scholarships and \$50,000 for leadership scholarships) increase to satisfy the scholarships that have already been awarded. The remaining \$60,000 will come from endowed funds. Dr. Maynard made a motion to approve this request. Dr. Thompson seconded and the motion carried. The \$300,000 will be added to the list. Dr. Thornell requested that all scholarship amounts be available by the May 8, 2013 meeting of the SPBS Committee.

Announcements

- a. **Next Meeting – May 8, 2013, 2:30 p.m., Raburn Conference Room**

Adjournment

The meeting adjourned at approximately 4:30 p.m.

Attachment 1

COST INCREASES AND OTHER FUNDING REQUESTS FOR FY 2013-2014						
MANDATED COST INCREASES AND OTHER REQUESTS	PROPOSED AMOUNT	ADJUSTMENT	NOT FUNDED FOR 11/14	APPROVED AMOUNT	MEETING DATE PROPOSED	DESCRIPTION
ACCREDITATION - MUSIC DEPARTMENT (41310-700)	4,000					RESPONSE TO NASM REPORT ACQUISITION AND MAINTENANCE OF EQUIPMENT - THREE YEAR PHASE OF \$4,000 EACH YEAR (13, 14, 15)
ACCREDITATION - NCATE	27,700					ONE TIME INCREASE FOR FY 2013-2014 YEAR-COVER COST OF REAFFIRMATION OF ACCREDITATION
ADJUNCT/OVERLOAD BUDGET	60,000			60,000	FIXED	APPROVED IN FY 2010-2011
BENEFITS - BLUE CROSS PREMIUMS (DENTAL INSURANCE ONLY)	8,000			8,000	FIXED	\$1 INCREASE PER MONTH PER EMPLOYEE
BENEFITS - COMPENSATED ABSENCES	35,000			35,000	FIXED	ADDITIONAL FUNDS NEEDED DUE TO INCREASED SALARIES FOR STAFF AND ADDITIONAL ACCUMULATION OF LEAVE
BENEFITS - PEEHIP PREMIUMS	20,000			20,000	FIXED	NO ANTICIPATED INCREASE FOR FY 2012-2013-PROPOSED RATES HAVE NOT BEEN DECIDED BY PEEHIP BOARD
BENEFITS - REMISSION OF FEES	45,000			45,000	FIXED	ADDITIONAL FUNDS NEEDED FOR PROPOSED TUITION INCREASE
BENEFITS - TEACHER RETIREMENT MATCHING	600,000			600,000	FIXED	MATCHING RATE INCREASE FROM 10.08% TO 11.71%
GRADUATE ASSISTANTS - PUBLIC HISTORY	28,600					18,000 PLUS 10,600 FOR TUITION - TO BE PHASED IN OVER THREE YEARS (FY 14, 15, AND 16) - TUITION TO BE ADJUSTED FOR INCREASE
LIBRARY RESOURCES	37,000	10,000		47,000	3/13/13	VOYAGER, PERIODICALS/ELECTRONIC SUBSCRIPTIONS AND BOOK INCREASES - BASED ON PREVIOUS YEAR AMOUNT
PHYSICAL PLANT	60,000			60,000	FIXED	UTILITIES INCREASE IN USAGE AND ADDITION OF NEW BUILDINGS
POSITION - HONORS PROGRAM	25,000			25,000	1/16/13	UPGRADE POSITION TO ASSISTANT DIRECTOR - \$20K SALARY PLUS \$5K FRINGES
POSITION - BIOLOGY	38,203			38,203	2/13/13	NON TENURE TRACK POSITION - PARTIALLY FUNDED FROM BOB DAILY POSITION (SALARY 27,300 PLUS 10,903 FRINGES)
POSITION - HALF TIME COUNSELOR EDUCATION						NEWLY FUNDED HALF TIME POSITION WITH KERRY SCHOOL PAYING 1/2 OF SALARY AND BENEFITS
POSITION - HUMAN ENVIRONMENTAL SCIENCE	71,100			71,100	2/13/13	NEW POSITION FOR HOSPITALITY AND TOURISM MANAGEMENT - \$55K SALARY PLUS \$16.1K BENEFITS
POSITION - UNIVERSITY SUCCESS CENTER - ACADEMIC ADVISOR	65,250			65,250	1/16/13	REPLACE LAURA HARDIN - COST NOT YET PROPOSED-AVAILABLE AT BEGINNING OF ACADEMIC YEAR - SALARY \$50K PLUS BENEFITS
POSITION - SUMMER SCHOOL EXPENSES	61,544				3/13/13	REPLACE SUMMER SCHOOL EXPENSES - CHANGE TO REGULAR UNIVERSITY E & G BUDGET
POSITION - COLLIER LIBRARY	20,000				3/13/13	TO FUND EVENING STAFF MEMBER
QEP BUDGET - SUPPLIES	2,250			2,250	PREVIOUS YEAR	THIRD YEAR PHASE - MEMBERSHIPS CUR/SOT/OTHER
QEP BUDGET - GRADUATE ASSISTANT	14,296			14,296	PREVIOUS YEAR	AS SUBMITTED IN QEP PLAN SUBMITTED TO SACS
RESEARCH - FACULTY	30,000				2/13/13	RESTORE LOST FUNDING- \$15K FOR FY 12-13, INCREASE BY \$5K FOR FY13-14 AND \$5K FOR FY 14-15 (TOTAL \$25K)
REVENUE REDUCTIONS-INVESTMENT INCOME	35,000			35,000	FIXED	REDUCTION IN INVESTMENT EARNINGS BUDGET TO REFLECT LOWER INTEREST RATES
SALARY - FACULTY EXPERIENCE INCREASE	35,000	(5,000)		30,000	3/13/13	AMOUNT DETERMINED BY VP ACADEMIC AFFAIRS-INCLUDES FRINGE BENEFITS - BASED ON PREVIOUS YEAR AMOUNT
SALARY - FACULTY PROMOTIONS	147,000	(47,000)		100,000	3/13/13	AMOUNT DETERMINED BY VP ACADEMIC AFFAIRS-INCLUDES FRINGE BENEFITS - BASED ON PREVIOUS YEAR AMOUNT
SALARY/BENEFITS	25,000			25,000	PREVIOUS YEAR	ESTIMATED SALARY CHANGES MADE DURING FY 2012 AFTER BUDGET WAS APPROVED
SALARY/BENEFITS	100,000			100,000	PREVIOUS YEAR	CONTINUED PLAN TO BRING STAFF POSITIONS TO MARKET
SCHOLARSHIPS - ACADEMIC						ADJUSTMENT FOR TUITION INCREASE - INFO AND AMOUNT PROVIDED BY STUDENT FINANCIAL SERVICES
SCHOLARSHIPS - ATHLETIC						THIS INCREASE IS BASED ON \$6,000 PER \$1 INCREASE IN TUITION- INCREASE IS FOR A \$19 PER HOUR INCREASE IN TUITION
SCHOLARSHIPS - ATHLETIC HOUSING INCREASE						TO ADJUST FOR HOUSING INCREASE
SCHOLARSHIPS - ATHLETIC-PHASE 4						PREVIOUSLY APPROVED - ADDS 2 MEN'S CROSS COUNTRY SCHOLARSHIPS AND 1 MEN'S TENNIS SCHOLARSHIP
SCHOLARSHIPS - ATHLETIC-PHASE 4						TO ADJUST FOR FOOD/MEAL INCREASE
SCHOLARSHIPS - ATHLETICS FOOD SERVICE INCREASE						BUDGET INCREASE REQUEST
SCHOLARSHIPS - BAND PERFORMANCE AND LEADERSHIP (41314-7609)	44,547			44,547	3/13/13	INCREASE BUDGET
SCHOLARSHIPS - CHORAL (49720-7649)	3,000				3/13/13	BASED ON A 10% TUITION INCREASE - AMOUNT WILL BE ADJUSTED BASED ON APPROVED TUITION INCREASE
SCHOLARSHIPS - FLORAL & DIOGRAMA	6,695			6,695	2/13/13	SCHOLARSHIP INCENTIVES-RECRUIT HIGH SCHOOL STUDENTS-GRADUATES OF INTER. BACC. PROGRAMS 10/12/2011 MEETING
SCHOLARSHIPS - HONORS PROGRAM						CURRENT BUDGET IS \$25,000, CURRENT EXPENDITURES ARE \$32,000
SCHOLARSHIPS - INTERNATIONAL PROGRAM						THIRD YEAR INCREASE
SCHOLARSHIPS - LION MATCH	15,500				3/13/13	INCREASE BUDGET
SCHOLARSHIPS - MUSIC (49720-7649)	4,000					PENDING COURT DECISION
SCHOLARSHIPS - OPERA/MUSIC/THEATRE (49720-7649)						APPROVED FOR 5 YEARS UNTIL BUDGET INCREASE IS \$60,000 TOTAL - THIS IS THE FOURTH YEAR OF FUNDING - FY 14-15 WILL BE THE LAST
SCHOLARSHIPS - PACT	12,000			12,000	PREVIOUS YEAR	LAGRANGE SOCIETY INCREASE BUDGET TO ASSIST WITH TRAINING WORKSHOP, UNIFORMS AND FORMAL APPRECIATION DINNER
SCHOLARSHIPS - STUDY ABOARD	1,100					COVER COST OF MEALS FOR BAND MEMBERS - PRESEASON BAND CAMP
SUPPLIES	13,000				9/12/12	SUPPLIES AND TRAVEL MONEY - \$1,000 PER NEW FACULTY POSITION
SUPPLIES - BAND PRESEASON CAMP (41314-700)	4,000			4,000	3/13/13	NEW BUDGET FOR MOCK TRIAL
SUPPLIES/TRAVEL	14,695					ROUTINE ORGAN MAINTENANCE IN NORTON AUDITORIUM - TWO TUNINGS PER YEAR PLUS CLEANING AND ADJUSTMENTS
SUPPLIES/MAINTENANCE	2,500				3/13/13	ATTNET LONG DISTANCE SERVICE WAS NOT FUNDED IN 2012-2013 BUDGET - COST OF ATTNET HAS BEEN PASSED ON TO THE UNIVERSITY
TELEPHONE	5,000			5,000	COST INCREASE	CONTINGENCY FOR SPECIAL INVITATION POERFORMANCES (BANDS OF AMERICA, AMEA, ETC.)
TRAVEL - MUSIC AND THEATRE (41310-700)	8,000					
TOTAL ADDITIONAL FUNDS NEEDED	\$ 1,697,280	\$ (42,000)	\$ -	\$ 1,453,341		
ESTIMATED STATE APPROPRIATION INCREASE				(350,000)		
BALANCE NEEDED TO FUND APPROVED REQUESTS				1,103,341		
Totals as of 4-05-2013						

(Attachment 2 will be added at a later date)