

**STRATEGIC PLANNING AND BUDGET STUDY COMMITTEE**

Minutes of the Meeting of September 16, 2015

Bibb Graves Board Room

The Strategic Planning and Budget Study Committee (SPBS) met on September 16th, in the Bibb Graves Board Room. The following members were present: Dr. David Brommer, LTC Wayne Bergeron, Dr. Miranda Bowie, Mr. Clinton Carter, and Dr. Kimberly Greenway, Dr. Dan Hendricks, Dr. Kenneth Kitts, Dr. Donna Lefort, Mr. Caleb Lewis, Mr. Mark Linder, Dr. Sandra Loew, Ms. Audrey Mitchell, Mr. David Shields, Dr. John Thornell, Mr. Evan Thornton, and Dr. Molly Vaughn. Dr. David Brommer, committee chair, presided over the quorum. Ms. Salena Denton recorded the minutes.

**CALL TO ORDER**

Dr. Brommer called the meeting to order at approximately 3:30 p.m.

**APPROVAL OF AGENDA AND MINUTES**

Both the agenda for the meeting and the minutes from May 6, 2015 were approved by consensus.

**OLD BUSINESS**

None

**NEW BUSINESS**

**Review of Committee Charge**

Dr. Brommer reviewed the charge to the committee along with the bylaws.

**Election of Vice Chair**

Dr. Molly Vaughn was elected to serve as Vice Chair of the committee by acclamation.

**Remarks by Dr. Kenneth Kitts**

Dr. Kitts began his remarks by acknowledging the enrollment numbers he had received from Dr. Vaughn. He stated that fall enrollment numbers looked good and made note that two of the three largest sources of revenue for the university are tied to enrollment. The head count currently of 7,078 was past the threshold of 7,000. Dr. Kitts thanked those whose efforts played a role in helping with enrollment and noted that these efforts were working. With increased enrollment comes increased revenue; however the fixed costs for the university have increased as well. The university has been much more aggressive with scholarships which likely played a role in enrollment increases as well. Scholarships may go up again next year as we continue our efforts. The discount rate will continually grow as a result. Dr. Kitts stated that he appreciates the systematic approach the committee has taken when presenting proposed budget increases and offered that he has been attentive to the priorities on the list. Dr. Brommer asked if there was another method that might be more helpful when reviewing these requests. Dr. Kitts stated that it might be helpful to have a conversation where it is decided which requests resonate the most with strategic priorities. Dr. Brommer noted that requests must be tied in some way to the university's Strategic Plan. Dr. Thornell stated that the vice presidents tend to be very liberal in what is brought

forward and the Executive Committee may need to have more rigorous discussions concerning what goes through prior to it reaching the SPBS committee. Dr. Greenway inquired as to when the Strategic Plan might be revised. Dr. Kitts replied that this would be certainly discussed in the future.

### **Remarks by Mr. Clinton Carter**

Mr. Carter stated that the SPBS committee serves a valid purpose as historically, although the budgeting process was fair, interpersonal relationships created a system where some were rewarded whenever their requests were brought forward. He offered that there is now a much better system in place to make the process fair across the board. Mr. Carter presented a handout detailing the proposals approved by the committee and which of those proposals were honored (and the related amounts).

### **Review of Funding Priority List from 2014-2015**

After review of the list, and extended discussion, Dr. Thornell noted that the committee often gets requests that cannot wait for this process to go forward. He also asked what procedure is in place to notify the departments who are approved to receive their additional funding. Dr. Brommer stated that he would communicate this with the department and that this is key as many departments have the perception that their request is approved because their proposal is approved within the committee to be relayed to the President for review. Dr. Greenway suggested that a disclaimer be added to the form which clearly states that the individual/department will be notified concerning the final decision at a later date. Dr. Kitts noted that this would also be an Executive Committee obligation to share with the departments that funds are not available to honor all requests. Dr. Carter highlighted that it would be best that requests not be lumped together in summation per departments as doing so prevents items from being prioritized. After more discussion concerning transparency within the process and submission procedures, the meeting was adjourned.

### **Adjourn**

The meeting adjourned at approximately 4:40 PM