Strategic Planning and Budget Study Committee

November 11, 2009

Bibb Graves Conference Room

The Strategic Planning and Budget Study Committee (SPBS) meeting was called to order at 3:30 pm by Chair Brenda Webb. The following committee members were present: Mr. Ben Baker, Dr. Kerry Gatlin, Mr. Daniel Wagner, Ms. Martha Hickman, Mr. Mark Linder, Mr. David Shields, Dr. Steve Smith, Dr. John Thornell, and Dr. Kristy Van Rensselaer. Absentees were: Ms. Tera Kirkman, Dr. Anna Lott, Dr. Alan Medders, and Ms. Lynn Underwood.

Dr. Gatlin made the motion to approve the agenda as presented. Ms. Hickman seconded the motion. The motion passed unanimously.

Dr. Van Rensselaer made the motion to approve the October 7 minutes with one editing change. Mr. Shields seconded the motion. The motion passed unanimously.

Dr. Smith made a motion to approve the October 15 minutes with one editing change. Dr. Thornell seconded the motion. The motion passed unanimously.

Old Business

Chair Webb suggested that the committee work through the budget in the next few meetings.

1. Dr. Smith distributed five handouts concerning the budget for the committee to review:

Handout 1 - a memo from Mr. Bill Newton, Acting Director of Finance for the State of Alabama, implementing proration at 7.5% for the University. Also, attached was a handout entitled “FY 2009 ETF Proration Analysis” which outlined an appropriation budget of $25,105,160 as of 10-01-09. Dr. Smith will revise this analysis and bring the revised version to the committee at a later date. Dr. Smith noted that stimulus funds had helped, but these funds would be gone in 2012. President Cale has a plan to replace these funds.

Handout 2 – “UNA Fiscal Year 2009-2010 State Appropriation Base” provided percentages of proration and amounts for any additional cuts.

Handout 3 - “Fixed Cost Increases and Other Requests for FY 2009-2010.” Dr. Smith noted that scholarships had been added for consideration this year. He also pointed out that the new faculty position in Biology would be funded from stimulus funds. At this time, $1,691,923 in mandated fixed cost increases and other requests have been approved.

Handout 4 – “UNA E and G Fund Revenue Budget Fiscal Year 2009-2010 with Comparative Figures.” This handout provided the budget before proration. Dr. Smith reviewed the handout with the committee. Chair Webb requested that the committee also review the summer school budget at some point. Dr. Smith will bring back summer school operations to the committee.

Handout 5 – “UNA Educational and General Fund Operating Budget FY 2009-2010.” This handout provided the revenue budget before proration. All budgets are shown and how those budgets are being spent is also shown. Chair Webb recommended that the committee review this individually and email any questions to her.

These handouts were provided as information items for the committee.

1. Election of new vice chair will take place at a later date.

New Business

Dr. Thornell distributed a memo to Chair Webb outlining the need to hire a new Director of Library Services. He stressed the importance of this position for SACS. Dr. Garry Warren formerly served in this capacity prior to becoming interim provost. Ms. Amy Butler has been serving as interim until a search could be implemented for a permanent replacement. He noted that two things are needed: (1) a senior administrator with a PhD, and (2) individual needs to be placed on the Council of Academic Deans. Estimated salary for the position is $100,000. Funds will be needed in approximately nine months and will have to be found. Dr. Gatlin noted that we need to move forward to have a positive influence on SACs. Dr. Thornell made a motion to initiate a search for a permanent replacement not applying funds now. Dr. Van Rensselaer seconded the motion. The motion passed unanimously. Chair Webb informed the committee of the proper order for decisions according to a handout distributed by her entitled “C. University Policy Changes” (F 1). According to F 1, after approval by the SPBS Committee, the motion will be forwarded to the VPAA and then to the President for approval, rejection, or modification.

Mr. Wagner brought forward federal workstudy concerns for students. He informed the committee that students can’t find jobs that have federal workstudy funds. He suggested that students be hired in a maintenance capacity to mow grass for the University. Dr. Smith noted that there are fewer funds available now, minimum wage has increased, and that there would also be liability and safety issues. Mr. Shields noted that there would also be labor issues in replacing full time employees with students. Chair Webb expressed her appreciation for bringing forward these concerns and encouraged him to bring forward other student concerns and issues in the future.

Dr. Thornell informed the committee that concern had been expressed in the last Council of Academic Deans meeting concerning the importance of linkage between budgeting and planning for institutional effectiveness. The link needs to be clearly identified. There is currently a form but the form is not being used campus wide. Dr. Thornell suggested appointing Dr. Andrew Luna as an Ex officio member of the SPBS Committee to be responsible for tracking the budgeting process and linkage. After discussion, the committee agreed that a development of protocol is needed. The committee gave their consensus for Chair Webb to contact Shared Governance concerning adding the position for Dr. Luna.

Information item

The University Policy Change was distributed by Chair Webb to the committee.

The meeting was adjourned at 4:25 pm.

Respectfully submitted,

Debbie Westmoreland