

University Planning and Budget Committee  
Meeting of December 7, 2011  
Blue and White Room, Student Center

In attendance: Zdzislaw Kremens, Chad Valk, Kris Larsen, Haoyu Wang, Guy Crundwell, Thom Delventhal, Laura Tordenti, Larry Grasso, Kathleen Stankewicz, , Margeret Leake, Otis Mamed, Paullette Lemma, Kim Chagnon, Yvonne Kirby

Meeting called to order at 2:03:

1. Minutes reviewed  
Motion to approve (Otis), 2<sup>nd</sup> (Thom)  
Minutes approves

2. CFO candidate visits (Chad): Lots of opportunities to meet and vet 4 finalists. There are open forums for students and morning sessions specifically scheduled with UPBC. Please check your calendars and attend as many as you can.

Larry: Let's make a list of questions now, so if all can't attend we are still getting a consistent profile.

Chad: What do people want to ask?

Guy: Are they good at missing "in-state" and ou-of-stte concerns?

Kris: Yes. And how are they in working with both men and women?

Guy: What's their experience in academia?

Larry: Yes in an academic setting there are multiple stake0holders. How will they handle that?

Chad: How would they work with the UPBC, and what's their perspective on involvement with the Strategic Plan?

Larry: What's their stance on openness and transparency in reporting?

Kim: They can't answer tht until they get here. It's governed by too many outside factors.

Larry: It's still important to hear their philosophy.

Kris: How would they score their ability to communicate?

Guy: How will they balance all the different pots of money.

3. Budget update (Kim):

a: Review revised reduction

Guy: Is revenue up in terms of tuition, etc?

Kim: No, we're down about \$500,000

Larry: Are there any results yet, Yvonne, in understanding the huge # of 2<sup>nd</sup> year students not returning?

Yvonne: Not quite yet. But so far the most frequent response is, it's not residential enough. There's nothing happening on the weekends.

Z: There must be something else. This is no change in us. But #'s from last year are so off.

Guy: We might want to talk to the people that flunked out.

Yvonne: But that's not why they're not returning.

Otis: There is a difference from last year. The block schedule has created dead Fridays.

Chad: Yeah, it was supposed to lead to more activities on Friday.

Meg: We're moving away from the agenda. I agree it should be an agenda item, but can Kim finish?

Z: Yes, but I have to clarify something. The 5% drop was, I thought, in eligible students. But you're saying that it's not?

Y: A variety of reasons.

Chad: How is the shortfall being covered, Kim?

Kim: We have some extra in fringe benefits.

Kris: I'm worried about this Freshman class. With no orientation because of the hurricane and a week lost to the power outages...Let's keep close tabs on them.

Z: We also lost Open House. Applications are down 30%.

Chad: Let's move on.

b. Approved spending:

Larry: Is it possible to get it by area—FY '11 and Proposed FY '12, by area?

Kim: that's going to take a really long time. Is there a certain area you want to look at?

Larry: It's just really hard to look at it over time when we look at the budget in February. It's a different format. How can we review it over time if it's all presented differently?

I want to see--by division—here's what they spent last year, here's what they lost.

Chad: What if we add a column for FY '11?

Larry: I want to see spending trends.

Chad: You want '11, '12 & '13.

Kim: Very time consuming

Larry: Just full division actuals, not all the way broken down.

You have a reporting system that's inconsistent w/ planning. Why don't they work together? That's a problem.

Chad: Let's start with basic division totals.

Meg (Clarifying): Acad. Affairs, DPS, OE, Personnel.

c. Budget Calendar

Chad: One suggestion: The President gave division heads one opportunity in October to come back with amendments. Why don't we give them an opportunity to present those amendments (minor revisions) to help them focus before they bring it to the Pres. Can this committee do that?

General agreement

d. Vacancies:

Kim: Even though there's no \$ attached, we keep track of vacancies.

Guy: Is \$ for "lower" positions being cannibalized for higher ones?

Kim: No. Everyone is re-evaluating their needs.

Kris: When will we find out what was said in the BOR visit today?

No answer.

4: Old business:

a. University hiring plan:

Guy: I'm still more interested in the "as of" date

b. Plan for budget tracking of "report card."

Chad: We still need clarification of "participation" vs "effectiveness" in 2.6. the response from President Miller says it doesn't impact his grade.

Larry: The current goal is effectiveness. That was approved when I was president of the senate.

Chad: What about the athletics resolution(4c)? What happened in the senate?

Guy: They didn't take any action. They want more information. I'll probably make a faculty caucus.

Chad: Shall we discuss 4b or work over break?

General agreement that more time is needed.

Chad: Should we meet on 12/21?

Guy: We could talk about the freshman crisis.

Kris: We don't have data.

Chad: Email me the kind of data you need. If we have other needs we can identify them via email, in which case, the 12/21 meeting isn't necessary.

A policy reminder: Email is the official form of communication. Check your in-boxes!

Meeting adjourned at 3:18