

Planning and Budgeting Council (PBC) Meeting March 3, 2009 11am -12pm AB5 210

Summary

Present: Toll, Shepard, Magiera, Snyder, Roberts, Bullock, Lennertz, Henry, Lindsey, Oistad, Ruder, Weeks, Banks, Crawford, Rollo, and McKinney **Absent:** Angerer and Nester

Report of the Council Chair:

Ron Toll provided an update noting that he had charged two committees which had already had their first meeting: the Information Resources Committee (IRC) and the Budget Committee (BC). He noted that the three other committees had initial meetings scheduled to occur on March 10 and 11. Provost Toll added that a website was under construction that would house PBC materials that Paul Snyder would describe later in the meeting.

Standing Committee Reports:

Kay Oistad, co-chair of the **IRC** provided a summary of its first meeting held on February 23, which is attached to this summary. She noted that the IRC would next meet on March 9.

Chuck Lindsey provided a brief summary of the first meeting of the **Budget Committee** that he co-chairs with VP Shepard. The BC met on February 24. Provost Toll provided the BC with its charge noting that the PBC is looking for general recommendations concerning budget issues and priorities and not line item reviews. He added that VP Shepard gave the BC an overview of the current fiscal situation facing the university. Immediate tasks for the BC include the development of budget recommendations for the 09-10 fiscal year. Joe added that energy prices will rise and that we need to look at vacancies, enrollment increases, costs to continue, and our endowment position as well in the development of a budget for next year. The university currently is facing a major deficit for next year. Faculty representatives on the committee indicated they would seek input from their faculty colleagues and report back to the BC. The BC will next meet on March 17.

Review and Adoption of Council By-Laws:

Provost Toll noted that the draft by-laws for the PBC had been posted on the Provost's website for several months. He asked Paul Snyder to share with the Council feedback received in response to the draft by-laws. Paul distributed the attached description of proposed changes to the by-laws. Proposed changes to Article V Section 1 and to the Safety and Facilities Committee membership were accepted as presented through unanimous vote. The proposed changes to the membership of the Enrollment/Recruitment Management Committee were accepted after a friendly amendment was introduced to add only a SAC representative and a representative of First-Year Advising among the list of proposed 1-yr appointments.

Following these changes, the Council voted unanimously to adopt the amended draft by-laws.

Discussion of Budget Situation:

Council Vice-Chair Shepard noted that the university is closely monitoring the current legislative session that has just begun. He added that we were also closely monitoring the Federal stimulus package and what it might contain for the university. Finally he noted that Governor Crist's budget recommendations did not include any further cuts to higher education for next year.

Administrative Processes:

Schedule of meetings-following discussion, there was consensus that at least three more meetings of the PBC were needed this year: one at the end of March and two in April. The Council chair noted that a fourth meeting may be necessary following the conclusion of the current legislative session and the state budget process for 09-10.

Housekeeping-Paul Snyder noted that a website was being constructed on the Provost's homepage for the PBC and its five constituent committees. The PBC and each of the five committees are expected to share their meeting schedules, agendas, meeting summaries and associated materials through this website.

Next Steps:

Provost Toll said he would continue to charge each of the committees in the next week. The committees will be asked to adhere to deadlines especially due to the dynamic environment we are currently working in and he thanked them for their service. The by-laws will next go to the President's Cabinet for final approval.