

**Planning and Budgeting Council (PBC) Meeting September 8, 2009 1:30pm -3:00pm AB5 309**

**Summary**

**Present:** Toll, Snyder, Brundage, Lindsey, Shepard, Crawford, Oistad, Rollo, Weeks, Henry, Banks, Ruder, Kavanagh, Johnson, Genson, and Bullock **Absent:** Magiera, Lennertz, and Roberts

**Report of the Council Chair:**

Ron Toll welcomed the Council members back and acknowledged individuals attending for the first time including: Ken Kavanagh, Isaac Brundage, Barrett Genson, and Lewis Johnson. He reminded the Council members who were committee co-chairs they should review their membership lists and forward any vacancies to Paul Snyder's attention. He also reminded the co-chairs to review the PBC by-laws with their committees when they meet to keep them on track. Ron encouraged all Council members to attend upcoming public forums on university mission and vision that will occur on 9/21, 23, and 25 later this month.

Ron added that even though our enrollment was at a record level, our budget situation remains tenuous.

**Standing Committee Reports:**

Chuck Lindsey, co-chair of the budget committee, reported that the budget committee had met on August 25<sup>th</sup> and reviewed this year's budget. He also circulated the budget committee's recommendations with regard to the student technology fee that were compiled by the IRC. The budget office projects that approximately \$1.2 million will be generated by the fee during 2009-2010. The current obligations contained in the recommendations total \$1,125,464, which is nearly the full amount we expect to collect. It was noted that the Microsoft campus license for students is being paid by student government this year, which reduces the existing obligations for the current year by \$150,000. The budget committee by consensus chose to recommend to the PBC that the current obligations in all three priorities be funded, and any leftover funds be held in reserve for any unanticipated needs that occur during the year. It also recommended that technology fee funds should generally be committed to expenses that are related to headcount enrollment, so that the funding for those obligations will automatically increase with enrollment. Joe Shepard added that the technology fee this year was being used to supplant lost E&G funding. After some further discussion, Ron Toll asked for a motion to endorse the PBC recommendation. This motion was made by Kay Oistad and seconded by Chuck Lindsey before being unanimously approved by the PBC.

Donna Henry, co-chair of the **ERMC**, noted that the ERMC met on September 2<sup>nd</sup>. The Committee reviewed progress on the impact of enrollment growth on various aspects of the university. The committee plans to submit a report to the PBC by October or November. She added that a report on the allocation of Foundation Scholarships for recruitment and retention purposes was being prepared by Jorge Lopez and Cheryl Seals Gonzalez. A Retention Sub-Committee being headed by CarolAnn Popovich

is working on a review of historic retention data and strategies. Susan Byars is tracking where students go who transfer out of the university.

Kay Oistad, co-chair of the **IRC** noted the committee will next meet in a week with Ron Toll invited to attend. In response to a question from Mike Rollo concerning extending wireless service to housing, Kay noted that it had been included with Mary Banks' technology fee request but was not considered eligible for that funding source. It was suggested that other funding sources be considered.

Barrett Genson, co-chair of the **Safety and Facilities Committee** noted that the committee has not met since June 26 but that there was a tremendous amount of building activity continuing and that 3 finalists for developing the campus master plan were being considered. Interviews will be conducted on 9/18. Barrett warned that PECO funding might not be forthcoming next year that could delay construction of AB 8 (CHP). He added that transportation issues on campus were being addressed due to traffic congestion. Paul again stressed it would be a good time to ask the consultants selected for the campus master planning to provide a space analysis as well since we would likely find ourselves in a potential space bottleneck in about 5 years.

Paul Snyder, co-chair of the **SPIEC**, noted that the SP website was active and that emails alerting the university community to its presence and the upcoming public forums had been sent under Provost Toll's name. He added that about 50 responses to the online questionnaire had been received to date. Paul also emphasized that a major focus of each PBC committee this year would be addressing university-wide SP issues such as the campus master plan, enrollment management, budget, etc.

#### **Establishment of a PBC Committee on Environmental Sustainability:**

Ron Toll noted that Lewis Johnson as co-chair was representing this committee and asked Lewis if he would like to say anything. Lewis said he was beginning to organize the committee's activities and would get in touch with co-chair Mary Ann Zager. Paul noted that he had distributed all appointment letters for the committee with the exception of the Faculty Senate and SAC reps. Someone asked if the ESAC had been disbanded and Joe Shepard replied that this was the intention of the Cabinet in creating the PBC committee. Lewis stated that he was currently working on a climate report and that a week of environmental awareness on campus was planned for 9/28-10/02.

#### **Review of Internal Scan drafts:**

Ron noted that drafts had been collected from each area with the exception of Athletics. He added that it was unlikely Council members had had a chance to review them and suggested that we should review them at our next meeting on September 22. Ron stated that there were significant human resource needs emerging from the internal scan drafts across all areas of the university.

#### **Next Steps:**

Ron encouraged everyone to bring their comments/questions on the internal scan drafts to the Council's next meeting on September 22.