

Planning and Budgeting Council (PBC) Meeting April 15, 2009 9:30 -11am Lib 224

Summary

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

Report of the Council Chair:

Ron Toll provided an update concerning legislative activity in Tallahassee and the 2009-2010 budget. The key will be how close the House can be drawn to the Senate version since that is more favorable to us. Ron also commented on our recent SACS visit and noted how successful that was. Ron noted that he has convened a group of staff to prepare an appropriate response when the team report is eventually received. We will not receive formal notice of action until December.

Standing Committee Reports:

Chuck Lindsey provided a brief summary of the work of the **Budget Committee** that he co-chairs with VP Shepard. Chuck shared a breakdown of the impact upon the University of the House and Senate versions of the appropriations bill for FY2010. A comparison of the two produces a potential difference to the University of nearly \$7M. Joe reported that conference reconciliation of the two bills will begin next week and should be completed by the first week in May. Again, some of the options being considered to save money include: outsourcing of credit card transactions, use of construction dollars to fund the facilities office, use of technology fee revenues, reviewing programs and services, reorganization, and examining cost-saving measures being used by peer institutions. It is believed that some combination of these actions could address a deficit that might materialize for 09-10.

Donna Henry, co-chair of the **ERMC** noted they had met again and were compiling a list of all university committees and offices that affect university enrollment and student retention. The ERMC is also gathering existing enrollment-related reports for further analysis. Donna reported that the ERMC will meet next in May with a goal of having a plan in place this coming fall (09) that might impact university enrollment in fall 2010. Donna also shared with the PBC a set of guidelines for the operation of the committee that will be placed on the ERMC website.

Kay Oistad, co-chair of the **IRC** provided a summary of its further progress. She reported on progress toward the development of documentation as follows: 1) short-term (09-10) information technology needs and 2) a list of items that would be eligible for funding using the technology fee. She added that existing and projected needs will exceed the amount of revenue to be generated by the technology fee (\$1.3M est.). Kay also pointed out the Mario Bernardo had replaced Georgia Allen, who had left the university, on the committee.

Mike Rollo reported on the work of the **Safety and Facilities Committee**. He indicated that they were learning the work of Lewis Johnson's office. They have also learned about insurance and replacement issues. The committee will take up security and facilities issues at its next meeting.

Paul Snyder, co-chair of the **SPIEC** noted that they have held three meetings the most recent on April 7. George Alexander is acting as facilitator leading the Committee through the development of a strategic planning process for the university. The group is currently identifying stakeholders and timelines for each stage of the planning process and has reached consensus on a mission and vision review, an environmental scan, and the development of strategic directives. It will continue its work when it next meets on April 23. The Committee asked for clarification as to the deadline by which the President's Cabinet would like to see the new strategic plan in place.

Establishment of a PBC Committee on Environmental Sustainability:

Ron Toll introduced a recent Cabinet discussion concerning the need for a PBC committee on environmental sustainability. Currently ESAC reports directly to the President and is not integrated into a formal planning process within the university. It was felt that integration with the PBC would ensure this key element of the university mission would be addressed in the next university strategic plan. If so, a new committee should be charged rather than incorporation of the existing ESAC. Ron indicated that we would continue discussion of this agenda item at our next meeting.

Discussion of Annual Report/Budget Cycle

Paul Snyder noted that only two 2008-2009 Annual Reports had been completed so far. He added that the Annual Reports have been an important component of our institutional effectiveness practices for a number of years and needed to be continued in our new organizational structure. It is important for resource priorities emerging from the annual reports be included in budget recommendations coming forward from the PBC for consideration by the Cabinet.

Next Steps:

Provost Toll encouraged the Budget committee to continue its momentum as its work is critical at this time. He noted that the PBC will next meet on April 28.. He also encouraged the committees to share their activities for posting on the PBC website in as timely a manner as possible.