

College of Arts & Sciences
Budget Advisory Committee
MINUTES
Wednesday, September 26, 2012

Present:

Voting members: Professors Naomi Cameron, Matthew Johnston, Jay Odenbaugh, Harry Schleef, Ellen Seljan,
Ex-officio: Gary Reiness - Associate Dean of the College, George Battistel - Associate Vice President of Finance
Guests: Carl Vance - Vice President for Business & Finance, Robert Nayer - Director of Operating and Capital Budgets
and student representative, Justin Midyet
Absent: Ex-officio members: Tuajuanda Jordan - Dean of the College
Recorder: Anne Boal - Mathematical Sciences

Naomi Cameron, the committee chair for this year, started the year by having everyone introduce themselves.

Mr. Nayer distributed copies of "Budget Timeline for Preparing the 2013-14 Budget" and "2012-13 CAS Budget by Envelopes". The timeline shows the processes, due dates and meetings that will happen up to the presentation of the 2013-14 budget proposals to the Board of Trustees at the end of February 2013. This helps the committee know when they need to make their recommendations to the Dean concerning next year's budget. Mr. Nayer has already sent budget guidelines to the chairs of departments and budget managers. Non-personnel budget proposals are due to the CAS Dean by October 15, capital equipment requests by October 10 and building projects also by October 10. The CAS Budget Managers, a group of Deans, VPs, and business office personnel, meet weekly to work on all aspects of the CAS budget. Mr. Nayer explained some details on the Budget report and that when the budget is presented to the Board, they separate the budget into natural classification categories, not by envelopes as in this report. Mr. Vance encouraged the committee to submit their suggestions for next year's budget as soon as possible. Mr. Nayer clarified that he would need budget requests by October 24, after the Dean's office has reviewed and approved the budgets for the academic and academic support departments.

Mr. Vance explained that this fiscal year, the discount rate for first year students was as expected at 42%. So far the projections show a positive margin of \$700,000 - \$800,000, which is happily higher than projected. There is also a higher retention rate of continuing students, which is positive.

Professor Cameron summarized the issues from last year's committee meetings that still need resolution. One of these is faculty salary compensation and whether raises should be a fixed rate instead of the current system of percentage wage increases. Also, this committee is concerned about the faculty cohort groups who received lower salary increases over time. These groups were the faculty hired in early to mid 1990's, were recently tenured, and those who have not yet reached tenure. Another issue is the high cost of hiring many adjunct faculty members to teach the core classes.

Mr. Vance explained that last year they did a salary adjustment for about 20 administrators who were shown to be more than 10% behind their peers. This same idea could be used for a group of faculty members. Mr. Battistel thought that Professor Bekar, the previous chair of this committee, wrote a report on the cohort groups of faculty members in question, and that information could be obtained from him. He suggested that the increases in salary to these groups might more easily be done over a few years, rather than accomplishing this goal in one year.

Professor Cameron asked if this committee can recommend a long-term cohort adjustment policy to take care of any inequities. Associate Dean Reiness thought this was reasonable.

Mr. Midyet asked if this committee looks at student tuition increases. Mr. Vance replied that the CAS Budget Managers Committee looks at this. In February, the Finance Committee of the Board reviews and approves the budget that is submitted by the Executive Council, then recommends its adoption to the full Board of Trustees. Jerusha Detweiler-Bedell and Susan Glosser are the two faculty representatives to the Board, but it would be helpful if the chair of the BAC also sat in on the Finance Committee meeting.

Professor Cameron reiterated that she liked Mr. Battistel's idea of increasing the salaries of the cohort faculty groups over a several year period. Professor Odenbaugh reminded the group that recommending fixed rather than percentage wage increases could help the inequities, also.

This committee will meet again after Professor Cameron meets with Professor Bekar regarding the cohort salary issue.