

**Minutes for University Budget Committee Meeting**  
**Thumel Business Center, Room 139**  
**March 6, 2014 – 2:00 pm**

**Attending:**

James Hale, Chair (by telephone)

Ed Gibson, Secretary

Jamaal Vetose

J. C. Weiss

Barbara Aughenbaugh, Associate VP for Administration & Finance, for Harry Schuckel (ex officio)

Karen Karmiol, for Joe Wood, Provost & Senior VP for Academic Affairs (ex officio)

David Sebastian for Adnan Hameed, SGA Treasurer

Kathy Brophy

**Absent:**

Jill Green

Mary Maher, Assistant VP for Human Resources (ex officio)

**I. Minutes of the January 28 meeting already had been approved (electronically) and posted on the Governance Steering Council (GSC) website.**

**II. Revisions to “Campus Priorities for FY2015 Budget Call” approved:**

- The committee reviewed a consolidation of budgetary goals submitted to the GSC and forwarded to the committee by the governance bodies.
- The committee discussed and approved the following revisions to the consolidated budgetary goals, entitled “Campus Priorities for FY2015 Budget Call,” which the chair had distributed prior to the meeting.
  - o The end of the first item under the grouping “Consistent with goal 1...” was changed to read “student retention, progression, and completion rates.”
  - o The end of the next item under the same grouping was changed to read “student success including foundational education, general education, and service learning and other high-impact practices.”
  - o The last sentence in the document was changed to read “supervisors to support such training.”
  - o The amended document was forwarded to the GSC by the committee’s chair.
- The chair provided a rationale for consolidating the governance bodies’ budgetary input, explaining that where possible inputs were summarized. For example, the Student Government Association (SGA) had included a request to improve elevators’ function to promote safety and convenience. The reasoning is that the expectation in physical plant maintenance procedures is that campus plant and equipment will be maintained in good working order. Therefore, the statement was generalized to convey the essential requirement for “Continued renovations to campus infrastructure” with classroom upgrades and elevator repair used as examples.

- Discussion of the UB Staff Senate's input concerning training resulted in the substitution of the phrase "support training" in place of "monitor training."
  - o A number of ways were discussed in which supervisors and managers could support the training of employees, such as reassignment of duties that interfere with attendance at training sessions.
  - o Many possibilities were suggested for valuable training topics, such as service learning, PeopleSoft use and maintenance, and other vital topics that enhance administrative performance.

### **III. The status of the FY2015 budget discussed:**

- The budget calls for FY2015 are due April 28.
  - o Due to the uncertainty of the University System of Maryland's (USM) budget in General Assembly deliberations, the initial budget call covers only base budgets and reallocations. If additional funding becomes available to support supplemental requests or operating budget reductions should become necessary, subsequent alterations of initial budget submissions will be necessary. The process of developing the FY2015 budget will continue until the deliberations are concluded and the impacts of legislative actions are clear.
    - Key items that are undecided in legislative deliberations include the full-year funding for the previous COLA increases. In addition, another COLA is being discussed. There is also the possibility for an FY2015 merit pool.
- The Provost reflected on the budgetary situation, noting that some of the colleges need to slow the pace of hiring for new faculty positions and take the opportunity to absorb the growth, rationalizing the hiring with enrollments. The loss of a single enrollment in the School of Law requires 3.5 to 4 undergraduate enrollments to compensate for the revenue loss. The loss of a single enrollment in the MBA program requires 1.5 to 2 undergraduate enrollments to compensate.
  - o In the College of Arts and Sciences (CAS) 50 percent of the faculty are in tenure track positions. Care must be taken that those responsible for bringing new faculty on board, who are also the same individuals directing programs and creating innovative initiatives, do not become "burnt out."
  - o Deans are beginning to look to summer school revenues to help fund continuing administrative costs (for Fall), as opposed to salary savings from unfilled positions. General and administrative costs need to be rationalized. Much of what is currently being done is based on historical and structural artifacts.
- The Provost further noted that initiatives to add revenue for non-degree programs, such as certifications, have had mixed results. The need is for programs that add revenue without adding fixed costs. The Schaefer Center, for example, has launched a certified public manager (CPM) program, but that is only covering the costs. Other initiatives hold promise, but have yet to bear fruit. The critical factor is the need for entrepreneurial leadership within Academic Affairs.

- The need for a capital campaign was discussed, with particular emphasis on funding for endowed chairs, scholarships, and so forth. The previous, very successful capital campaign was totally devoted to funding for the new Law School Building.
- There continues to be pressure on State funding for budgets of USM institutions in General Assembly deliberations, given the degree of revenue-raising potential. The question goes: why does the need for specific contributions (e.g., for COLA, merit) from the State persist in light of the ability of universities to pursue external funds?

**IV. The next meeting date will be scheduled in April based on availability of members.**

**V. The meeting adjourned at 3:00 pm.**