

**Minutes for University Budget Committee Meeting**  
**Liberal Arts and Policy Building, Room 405**  
**November 20, 2014 – 11:00 am**

**Attending:**

Ed Gibson, Chair

James Hale

J. C. Weiss

Michael Swaby-Rowe

Harry Schuckel, Senior VP for Administration & Finance, (ex officio)

Barbara Aughenbaugh, Associate VP for Administration & Finance

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

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

**Absent:**

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

Patricia Bishop, SGA

Anna Pirog, SGA

**I. Minutes of the October 16 meeting were approved.**

**II. James Hale was nominated and elected Secretary**

**III. UBC's response to the Staff Senate proposed action plan items**

- a. Ed Gibson prepared and distributed the UBC response to UBSS on staffing, budgeting, and enrollment using data provided by the Position and Employee Report compiled by the Office of Human Resources and the Office of University Budget, as well as the 2012 salary dataset, extracted from State of Maryland data and provided by the *Baltimore Sun*.
- b. The Staff Senate proposed action plan items are as follows:
  - i. Provide statistics on staff (by category: exempt, nonexempt, contingent) hiring over the past three years (FY12, FY13, & FY14):
    1. percentage growth from year to year as compared to percentage growth of faculty (nonadjunct) and of students
    2. absolute number of staff by area (identifying replacements, new PINs, positions vacated and not filled)
  - ii. Identify how the budget is being applied to retention efforts, and identify how money from enrollment growth is being allocated
  - iii. Develop a communication, chart, etc. (format is up to the committee) that demystifies the budget process for staff members who may be very unfamiliar with the process at UB and with budgets in general. This would include identifying different types of budgets and how they can be used
- c. According to the data, the growth of staff and salaries has exceeded the growth of students, faculty and revenue during the time period

- d. A concern of the UBC response regarding data accuracy was raised. These concerns were not known at the time because the ex-officio member was not present. Discussion was tabled until alternate could advise the UBC Chair of concerns
- e. Data was interesting and enlightening. It should, however, be more inclusive of salary increases, furloughs, and enrollment FTE by level and school. It was noted that enrollment data can be found on the Institutional Research website.
- f. It was noted that more time should be given to the committee members to understand and examine the report.
- g. A motion was made to move forward with this report once data accuracy concerns have been addressed. The committee members also agreed to review this report and make any edits via email. The motion was passed.
- h. Too often we reflect on expense side of budget and not revenue. The University should look for ways to increase revenue, especially through continuing education. What are UB sources of revenue?
  - i. Tuition: 60%
  - ii. State: 30%
  - iii. Auxiliary: 10%
  - iv. Foundation is nominal

#### **IV. The status of the FY2015 & Fy2016 budget discussed:**

- a. The SVP and AVP, A&F updated the committee concerning the FY2015 & FY2016 budget.
- b. An email to the campus was distributed on Monday, November 17, 2014, detailing the state budget shortfalls and potential impact on the University.
- c. Historically, USM has been responsible for about 10% of the state deficit, and UB would be responsible for 3% of the USM deficit. Therefore, it is likely that UB will be responsible for about \$900,000 of the \$300 million state deficit. These figures represent the deficit in FY2015. The deficit for FY2016 is expected to be about \$600 million. Please also keep in mind that enrollment numbers are down for the campus. Taking into account the state deficit and low enrollment, departments are being asked to stay on budget and limit expenses when possible.
- d. We also have no idea what the change of leadership (Republican Governor Hogan) will bring. History has shown us that significant changes have been made in the past when a new political party was elected. There may be delays with the FY2016 budget b/c of these changes.
- e. UB department budgets were reduced by 2.7% in FY2015 to prepare for these contingencies.
- f. The President has called for a Strategic Enrollment Committee to develop an enrollment strategy. Tuition increases are also being considered: 3% for undergrad and 4% for graduate.
- g. USM and the state are considering everything to make up for the shortfall.
- h. Question. Was there any indication that this was expected?
  - o There were several theories:

- There is a lag in the Maryland economy because of our geographical location and close ties to DC.
- The federal sequester may have also hurt the MD economy.
- Lastly, the state administration may have given high revenue projections.

**V. FY2016 Budget Call**

- a. UB department priorities are more important than ever. The Budget Committee and constituents should be very forthcoming with their governing bodies about their priorities.

**VI. The next meeting date was not determined.**

**VII. The meeting adjourned at 12:00 pm.**