

Faculty Senate Budget Committee
Wednesday, March 3, 2021
Minutes – Approved April 6, 2021

Present:

Senators: Laurie Kimbrel (COE), Marjorie Snipes (COSS)

Representatives: Gavin Lee (UC), Hannes Gerhardt (CASCI), Jack Wei (RCOB), James Schwab (COE), Kala Crobarger (THSSON), Blynne Olivieri (LIBR)

Administrators: Kristen Smith, Director of Budget Services, Jon Preston, Provost and Vice President of Academic Affairs, Michelle Hawkins, Vice President for Student Affairs and Enrollment Management appointee, Holly Sailors, Vice President for University Advancement appointee, John Haven, Vice President for Business and Financial Services, Lucretia Gibbs, Director of Academic Budgeting, Planning, and Finance for the Division of Academic Affairs

1. Approval of minutes from February 2, 2021 meeting – motion made by Marjorie Snipes, Seconded by Blynne Olivieri. All in favor, none opposed.
2. FY 22 budget update – Dr. Preston and VP Haven provided an overview of the FY22 budget process and answered questions.
 - Dr. Preston is currently studying FY21 budgets to develop and understanding of current conditions including numbers of adjunct faculty necessary to cover sections of courses with adequate enrollment. Expenses for adjuncts will be centralized so that there is one account across the university.
 - Kristen Smith shared that allocations or reductions from the system office should be known by mid-April and the final budget is due by May 3.
 - VP Haven stated that we are not expecting a reduction in our base funding but that we need to be mindful of the trailing issue of enrollment drop. Administration is working with USG to make a case to mitigate this issue that occurred under the previous leaders.
 - \$1,000 bonuses from the state will be included in pay sometime in March. Calculations to determine who is eligible are complex but do not include summer school pay.
3. Discussion of new expenditure approval process – Dr. Preston discussed the process in which expenditures from all departments are being reviewed weekly. There is currently about a 24 hour turnaround on approvals. Some large expenses may be paused to try and pursue savings by purchasing items in bulk. Money in accounts is still available and has not been swept and the purpose is to be as conservative as possible with FY21 spending so that deferred maintenance issues on campus can be addressed.
4. Subcommittee progress reports
 - a. Values subcommittee – Marjorie Snipes and Kayla Crobarger
 - b. Process subcommittee – Blynne Olivieri

Draft documents from the process and values subcommittees were shared. It was agreed that all committee members would review these documents prior to the April meeting. Even if committee members have no input, they were asked to leave a comment in the google documents that they reviewed and have no input at this time. The April meeting of the budget committee will be used as a work session to finalize these documents so that they can be sent to the full faculty senate this academic year.

5. New Business - none
6. Adjourned at 12:05 pm