

Policy Council on Planning & Budgeting

Monday, November 22, 2004,

3:00 - 4:30pm

239 Tigert Hall

Attendees:

Frank Bova
Anthony Brennan
James Cusick

Absent:

Tom Hollinger
Jim Pettigrew
Naomi Young

Guests

Sheri Austin

Meeting was called to order by the Chair.

Chair's Remarks:

- Reviewed meeting with President Machen. Stated that in January President Machen will be relying on the Senate Steering Committee and Policy Councils to aid him with the Faculty Survey and the Strategic Plan.
- Jim Cusick updated the Council members on his discussion with the Steering Committee, President Machen and Doug Barrett on the Search for the Provost. It was recommended that a member of the Council be on the Search Committee and involved in all activities and interviews because of the close relationship that this Council will have with the new Provost. It was encouraged that the Council members attend all interviews as they are open but it was not felt that a Council member needed to be on the Search Committee. It was advised that the Council members frequently check the webpage, (linked from the Provost website) for updates and scheduled interview times.

Council members present encouraged the Chair to speak with Pierre Ramond, Chair of the Faculty Senate to discuss this further given the Councils close association with the Provost. It was emphasized that this is a Senate issue and that the Faculty is a major stakeholder in this search and should get times and dates of regular meetings and notifications. Jim Cusick will address this with Faculty Senate Chair.

- Jim Cusick also provided an update on the Search for the VP of Human Resources. Dr. Ramond will submit one additional name to this Committee.
- Jim Cusick asked that each member review the Policy Council constitutional changes that will be presented at the next Faculty Senate meeting. Tony Brennan noted that it was created that the intent of the Councils was to serve as a group of faculty to provide input to Administration to accomplish stated goals. One of the recommendations for this Council is to have the Provost, or designee, meet on a regular basis with other Administration and Council members.

Sheri Austin was present to further discuss and answer questions on the budget cycle. A handout was provided that provided a synopsis of where funds are going. With new financial statements this may be different.

Stated that there is no specific kickoff for the Legislative budget. In Jan/Feb/March speak with Deans & VP's on what has been done the past year and what would like for upcoming year. **No promises until legislative session is complete and the University has their appropriation for the new spring.**

Frank Bova inquired "Is there some form or matrix that can help them to visually follow the process?" Have continuum – start, plan, end. For new Council members coming on they will need a basic orientation of what the process is and how things work.

Sheri stated that two years ago with the first round of DROP faculty leaving, DROP lines were pulled back held centrally. Colleges had to request these funds to be returned and had discussions with the Provost indicating needs and usage of returned funding. Also a portion of new appropriation funding is held centrally for one fiscal year to provide funding, on a non-recurring basis, for campus-wide initiatives.

It is important that policies are in place to promote good communication in setting up budgets. Faculty must be involved and part of defining what it will take to advance the department. Must manipulate to get what need to help growth. Cant do something because the funds are available but must do something because there is a desire. If the funds are not in the budget than seek funds from other resources. This process promotes excellence. Don't let the finances dictate what will grow excellence.

Faculty Practices and Research & Contracts are the largest chunk of the budget.

Meeting Adjourned at 4:45pm.