

## **BUDGET & PLANNING COMMITTEE**

### **Minutes of Meeting**

**March 31, 2005**

**Present:** J. Blake, P. Boppert, J. Bloch, J. Dolan, J. Granfield, P. Madonia, D. Pearson, R. Sheeley and M. Wachter

**Absent:** E. Anderson, G. Appleby, P. Brucker, R. Farricielli, B. Mallick and S. Murray

**1. Call to Order**

The meeting was called to order at 3:00 PM.

**2. FY 2006 Spending Plan guidelines and calendar**

The spending plan process was similar to prior years. The BOT Spending Plan Guidelines were distributed to the committee members for review and discussion. The guidelines addressed such issues as Strategic Planning, Enrollment, Student Retention and Graduation, Affirmative Action / Diversity, Institutional Development, Continuous Quality Improvement, Student Satisfaction and Accreditation. The spending plan calendar was also distributed. Final budget worksheets were to be submitted to the System Office April 26 and Southern's BOT hearing was scheduled for May 13.

**3. FY2006 University Internal Budget Process**

The University's internal budget process had been revised from prior years. Due to limited resources, the OE and discretionary budgets for departments would be flat for 2006. For that reason there would be no budget worksheets required from individual departments. Each Vice President would have the discretion to reallocate resources within his/her division.

There would be an opportunity to request funding for a strategic initiatives. The strategic initiatives requests should be developed to address such needs as enrollment, student services, health/safety, fiscal compliance or to meet a need within the academic strategic plan.

The budget process for teaching adjuncts was realigned to develop a more accurate plan. Adjunct budgets for fall and spring would be based on actual sections offered and the availability of full time faculty for teaching. Summer and Intersession would be enrollment driven.

**4. Academic Strategic Plan**

Deferred until the April meeting.

**5. Adjournment**

The meeting was adjourned at 4:00 PM.

Respectfully submitted,  
James E. Blake