

Planning, Budget, and Facilities Committee
Meeting, October 10, 2008 1:00 pm, Solms Hall room 106

Present: Suzy Carpenter, David Carson, Shelley Conroy, Suzanne Edenfield, Sean Eastman, Doug Frazier, Kam Lau, Mike Mahan, Michael Mink, Stephen Primatic, David Wheeler, Ellen Whitford

Guests: Rebecca Carroll, Andy Clark, Kevin Hampton

Absent: Michael Donahue, Vickie McNeil

1. The committee addressed all of the questions raised by the Constitution and Bylaws committee upon their review of our bylaws. The committee decided on the following amendments to our bylaws:

- a. There are now nine faculty members of the committee: two from each of the four colleges and one from the library.
- b. The ex-officio members are useful for their knowledge of the budget. The committee is a place for faculty and administration to interface with respect to budget issues.
- c. "At least" reinserted in the Meetings section.
- d. "Reports" is now a separate section.
- e. "Committee" has been replaced with "Senate" in the Meetings section.

Additionally, the committee has voted to keep "mission" instead of "programs" in the Charge and Duties sections of the bylaws, because this committee is concerned not only with budgetary matters, but also strategic and other university planning issues, hence "mission" is broader and more appropriate.

2. David Carson presented the committee with an overview of the current budget. He distributed a handout that included information about revenue sources (tuition, state appropriation, etc.) and expenditures (faculty, staff, travel, operating expenses, etc). His presentation included a broad overview of revenue and expenditures and how they may be affected by a tighter budget next year. In particular, that State appropriation and expenditures will be reduced by 6%. . Neither indirect costs nor auxiliary funding were included on the revenue or expense side.

3. It was suggested that Mr. Carson make this presentation to the entire faculty, possibly at a faculty forum hosted by the committee. Senate President Hampton suggested calling a special meeting of the senate (which would be highly publicized to the faculty) at which Mr. Carson would present this information and field questions. The (tentative) date of this special meeting is November 3 at 12:10 pm, location T.B.A. Hosting a faculty forum in January or February 2009 is still a possibility as well.

4. Dr. Wheeler mentioned that department heads are generally not kept well informed of their departmental spending. Ms. Carroll informed the committee that monthly reports on departmental spending will be generated, beginning in November.

Respectfully submitted,
Sean Eastman, MATH
Secretary