

University Budget Council - UBC Meeting Minutes – October 6, 2009

Members Present: Betty Beard (CHHS), Colin Blakely (Art/AA), Jason Broge (B/F), Michael Bretting (COE), John Donegan (Physical Plant), Mark Higbee (Faculty Council), LaVerne Higgins (COB), Sheilah Larnhart (DivComm/Advancement), John Lumm (B/F), Michael Malach (Athletics), Bob Neely (AA), Todd Ohmer (B/F), Bill Price (Faculty Council), Mahmud Rahman (Faculty Council), Chris Shell (Records/Registration), Rebecca Sipe (CAS), Phil Smith (Faculty Council)

Reminder: All chairs should send their handouts electronically to Ken Adkins (kadkins5@emich.edu) to get posted on the UBC web site.

- I. Approval of Minutes from 9/29/09 UBC Meeting. No objections to minutes; motion to approve minutes. 1st by John Lumm; 2nd by Rebecca Sipe. Motion passed.

- II. UBC Meeting Dates/Times for FY 10. Results of electronic poll/council members' availability forwarded to UBC Chair. After reviewing the input and establishing priorities of schedule flexibility, UBC meeting dates/times will be every 2nd and 4th Tuesday of the month at 10:00am in Room 205, Welch Hall. For planning purposes, this schedule will be used for the entire academic year.

- III. UBC Governance and Ad Hoc Charter revision. Becky Sipe led a discussion on the re-writes of certain UBC Charter provisions as proposed by this ad hoc committee. Discussion included other aspects of UBC governance as well. Provisions 1-3 were reviewed and discussed. (Please note language is proposed and not yet final):

-Provision I to be changed to read “The University Budget Council (UBC) provides guidance and recommendations to the Board of Regents (BOR) on the budget processes, procedures, priorities and goals.

-Provision II to be changed to list the specific breakdown of membership including voting members as outlined in the UBC minutes of 9/29/09. Length of terms and staggered rotations for service commitments of UBC members to be discussed at next meeting.

-Provision III to be changed to read “The Council will meet twice monthly and/or “as needed” during the academic year at dates/times and locations acceptable to the group.

Other governance issues:

- Add language on: UBC alternates; to be discussed and included in the Charter. UBC members to appoint an alternate to serve in their absence. The alternate would be granted the same right to cast a vote as the regular member.

- Add language on: Annual election of UBC Chair; language to be included in the Charter stating that members shall elect a Chair on an annual basis. Term/duties of the Chair to be discussed and stated in the Charter.

- Add language on: CFO as an ex-officio non-voting member of UBC

- Add language on: need for Vice Chair-UBC; who and how to be determined

IV. Proposed Agenda Items for Discussion during FY 10. The following topics were identified for discussion by UBC in FY 10:

- Discuss how the anticipated 6-10% reduction in State appropriations for FY11 and how that will impact the University.
- Develop for FY11, numerous budget scenarios to project the various impacts of enrollment trends, state appropriations, tuition increases for budget construction.
- Pricing structures; on tuition (in/out of state) and fees. Price elasticity with regard to future tuition and fee structures. Clarifying our pricing structure.
- Outsourcing certain functions/jobs to maximize organizational efficiency that are not core to our mission - education.
- Retention efforts for FY 10.
- AP Salary Freeze.
- Additional \$700K for Presidential discretionary account.
- Reductions in campus personnel work force.

Next meeting: Tuesday, October 27, 2009 @ 10:00am in 205 Welch Hall.

Respectfully submitted,

Sheilah D. Larnhart

/sdl

Attachments: September 29, 2009 Minutes
Draft Revision of UBC Charter – Provisions I, II and III
State Notes-Birth Rates and Public Universities
FY 2009-10 Higher Education Budget/Bill Analysis
FY 2009-10 Estimated Per Pupil Reductions by District