
BUDGET ADVISORY COMMITTEE MINUTES
November 3, 2003

Present: Nellen, Brent, David, Katz, Pour, Lessow-Hurley, Donoho, Coach, Heisch,
Veregge, Thames, Kassing, Goodman

Absent: Shokouh, McNeil

Guests: Haliasz, Ashton

1. Chair Nellen said that the Budget Forum given by the Provost and VPs on October 30, 2003, had a great turnout. Chair Nellen suggested that a large room, such as Engr. 189, be booked every December for a Budget Forum as part of the regular Senate meeting.
2. Chair Nellen discussed the relevance of S02-1 to the work of the BAC. Chair Nellen stated that the Senate passed the Budget Priorities Resolution, AS 1191, on October 27, 2003. The resolution, in policy format, will be sent to Interim President Crowley for approval this afternoon.
3. Chair Nellen said that the BAC should be learning about the operations and budgets of the auxiliaries. The auxiliaries include: Spartan Shops, Associated Student Business Operations, Housing Services, the Health Center, the Student Union, the Parking Fund, and International and Extended Education. The BAC agreed that Chair Nellen should invite representatives in from the auxiliaries to inform us of their operations and finances.
4. The Budget Advisory Committee discussed the possibility of raising enrollment caps on certain general education courses. Per F98-8, GE Guidelines, we normally can't increase the limits on certain classes. The BAC discussed whether having larger classes with the help of a teaching assistant would be helpful. The BAC discussed the fact that it may come down to either having more students in fewer sections, or an increase in faculty workload. Another possibility would be the elimination of assigned time. The BAC discussed the possibility of having some language that specified that any increase would be temporary and last only until the economy/budget rebounded. The BAC discussed an option some colleges are considering about having some lower division courses taught with 100+ students per class. Chair Nellen will follow up on this with AVP Cooper so we have the information we need to deal effectively with budget cuts.
5. The BAC discussed whether to roll over Faculty Mentor Program lottery dollars. The Faculty Mentor Program had \$44,282 left over from a lottery grant last year. Since the program did not receive any lottery funds this year, they are asking for their rollover from last year. The BAC discussed the need to find out what this money will be used for. Chair Nellen will follow-up with Wallace Southerland. The BAC discussed the need to have a report that identifies programs with rollover money available to them, to be used by BAC members when they are reviewing lottery applications and to better understand the roll over process.
6. VP Kassing gave a presentation on how the Administration and Finance Division deals with mandates, and establishes budget principles and strategies. He said that in his division, having accurate job descriptions and monitoring employee engagement are taken very seriously. He discussed the various audits that are done on campus nearly every day of the week by the CSU and others. VP Kassing said that right now we have an audit team here from the IRS. They are checking to see if non-resident alien students reported their taxes. He also discussed some of the federal mandates, such as being required to distribute voter registration materials to students on campus.
7. Chair Nellen handed out a list of the mandates that guide the BAC's actions regarding the budget. The BAC discussed the fact that there were so many mandates, that some decisions would have to be made about what was a priority.