

Budget Steering Committee
Minutes for the September 15, 2010 meeting

Present: Steve Andrews, Nancy Combs, Houston Dougharty, Bill Francis, John Kalkbrenner, Raynard Kington, Jim Mulholland, Gabe Schechter '12, David Lopatto, Kathleen Skerrett, Paula Smith, Marci Sortor, Karen Voss

Marci Sortor called the meeting to order at 7:30 a.m., in the first floor conference room of Nollen House.

Approval of the Minutes and Reports

The Steering Committee unanimously approved the minutes for September 1, 2010, with one correction.

Discussion of the Charge of the Budget Steering Committee

Marci Sortor noted that the committee has been in existence for several years and that this is a good time to revisit its original charge and discuss whether it should be modified. The committee has occasionally taken on new tasks, including forming ad hoc committees to explore changes to the academic calendar and to develop a voluntary hour reduction program for employees. She also noted that the academic sub-committee of the Budget Steering Committee also makes recommendations to the Dean on term faculty requests.

President Kington expressed his belief that this committee would better complete its budget planning tasks if it were to consider staffing issues and put these into the context of overall institutional priorities, as salaries and benefits represent the greatest portion of the operating budget. Discussion ensued. Committee members agreed that including staffing levels and distribution in the committee's deliberations will help inform the overall budgeting process. Members also expressed the sense that doing so would enhance the transparency and collaborative nature of the process. The committee will continue to discuss the advisability of a spring retreat, during which a strategic direction for the next year could be determined and budget scenarios considered.

Other Business

Nancy Combs reported that fall enrollment is at 1,607. Spring enrollment is typically 97% of the fall level.

The meeting adjourned at 8:10 a.m. Respectfully submitted,

Marci Sortor
Vice President for Institutional Planning
Acting Vice President for College and Alumni Relations
Professor of History