**Budget Advisory Committee**

**07-23-18 Meeting Notes**

1. Welcome and Introductions

Members in attendance:

Dr. Robin E. Bowen

Dr. Mary B. Gunter

Dr. Blake Bedsole

Laury A. Fiorello

Lindelle Fraser

Dr. Jeff Robertson

Dr. Lisa Toms

Dr. Jeff Woods

Pat Chronister

Dr. Phil Bridgmon

Wyatt Watson

Dr. Linda Bean

Dr. Sandy Smith

Dr. Judy L. Cezeaux

Suzanne McCall

Ken Wester

Steve Mullins

Dr. Jeff Aulgur

Bernadette Hinkle

Sandra Cheffer

1. Dr. Bowen
	* + Thank you to the committee for your work, including those serving on sub-committees
			- Reviewed of list of committee participants and made changes to sub-committee members
			- Please volunteer for a sub-committee, and if you would like to join one of the teams, please let Ms. Hinkle know
		+ We are ready to begin 2019-20 budgeting year. The budget is perpetual.
		+ Productivity funding is up
			- Wanted to reward people so had bonus and raises
			- Because we did bonuses – it is not reflected in CUPA (and base pay)
		+ College populations are declining – until year 2024.
		+ Have balanced approach to budget – keep costs low for students and grow revenue
		+ Fee committee – did great things last year
			- Online fee reductions
			- Curriculum content fee
		+ Build Recreation Center/Student Union
			- Student senate agreed to have fees to have the Rec center ($75/semester)
			- Any other new fees are improbable for FY20
		+ Moving forward – special requests for the Fee Sub-Committee:
			- Review individual course fees with critical eye
				* Departments do this first. Is there some other way to package the fees that are more amenable to students?
				* Create total fee for the college to combine individual course fees
			- Review mandatory fees
			- Review non-mandatory fees
				* Find ways to house fees under other areas to minimize mandatory fees
			- Reduce fees? Would be great.
		+ Regarding salary increases – we will have university-wide committee for faculty and staff. What tools are needed?
		+ Directors/Deans/VPs – those in approval process: as you put budget items forward identify those that you endorse and prioritize them. Document this for HLC plus budget process.
			- These will be difficult decisions
		+ Q: Do we have any idea if Governor will hold tuition?
		+ A: Would be surprised if tuition was held flat two years in a row.
		+ Q: How to structure fees so that they are transparent to students and parents?
		+ Q: Could we increase fees and decrease tuition to keep a wash but show that fee will fully fund the department?
			- Also look at mandatory fees
			- Differential tuition
			- Example: identify the cost of a tuition and fees for a Nursing major – compared across institutions
			- Need-based program – consider more scholarships here
		+ At the July 27 AHECB Arkansas Higher Education Coordinating Board meeting the staff will report productivity funding results
		+ Request for each Dean:
			- What are the course fees associated with each academic department?
		+ Document the budgeting process for HLC
		+ Need preliminary 3 year look during strategic planning process
		+ Fee committee will be meeting soon
		+ Standing meeting for BAC - 4th Monday of the month, 2-4 p.m.
2. Sub-Committee Updates
	* + Communications
			- The budget communicates the priorities of the university
		+ Cost Containment / Reductions
			- One strategy for cost containment is to coordinate bulk buying across campus to further reduce costs.
			- To determine the viability of products with ongoing (maintenance) expenses, information is needed from each department.
		+ Revenues
			- Develop strategies to pursue additional revenue sources
			- Could we have a hang tag that an individual could purchase at a higher price that would provide a reserved parking spot for the year?
		+ Fees
3. Enrollment Figures
	* 1. 7% increase in SSCH for summer
		2. Reinstatement of summer Pell
		3. Fall 2018
			1. Undergrad – 8
			2. Undergrad – 11
		4. Remain financially viable – make the difficult decisions on an incremental basis
4. Other
5. BAC Members for 2018-19
6. Discussed budget advisory sub-committees, new appointments and committee chairs are as follows:
	1. Communications
		1. Chair, Dr. Jeff Woods
		2. Dr. Judy Ceseaux
		3. Dr. Jon Clements (or new faculty senate chair)
		4. Dr. Linda Bean
	2. Cost Containment/Reductions
		1. Chair, Ken Wester
		2. Pat Chronister
		3. Wyatt Watson
		4. Suzanne McCall
		5. Dr. Jeff Aulgur
	3. Revenues
		1. Chair, Dr. Lisa Toms
		2. Dr. Phil Bridgmon
		3. Dr. Blake Bedsole
		4. Dr. Sandy Smith
	4. Fees
		1. Chair, Sandra Cheffer
		2. Dr. Keegan Nichols
		3. Ken Wester
		4. Brent Etzel
		5. Wyatt Watson
		6. Steve Mullins
		7. Dr. Jeff Robertson
		8. Student Government president
		9. Graduate student
7. Discussion of ATU Budgeting Cycle and the corresponding calendar
8. There being no further business, the meeting was adjourned.