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Council on University Planning and Budget

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**MINUTES
COUNCIL ON UNIVERSITY PLANNING AND BUDGET
December 11, 2009**

Voting Members Present: Robert Augustine, Roger Beck, Sandra Bowman, Dan Clark, Ellen Corrigan, Sarah Daugherty, Karen Drage, Karla Evans, Gary Fritz, Cay Kolling, Gloria Leitschuh, Tommy Nierman John Henry Pommier, Gary Reed, Marcus Ricci, Jenny Sipes, Betty Smith

Absent: Mona Davenport, Diane Jackman, Sherry McRaven, John Stimac, Paul Weber,

Non-Voting Members Present: Blair Lord, Dan Nadler, Jill Nilsen, Bill Perry, William Weber

1. Call to order

Dr. Drage called the meeting to order at 3:00 p.m.

2. Approve minutes of November 13, 2009

Motion (Augustine/Beck): To approve the minutes of the November 13, 2009 meeting as written. Motion carried.

3. Executive Committee Report

Dr. Drage reported that the CUPB Executive Committee met on November 16, November 30, and December 8 to discuss the furlough comments and the agenda.

4. Reports

- a. Cost Containment – Derek Markley reported that the suggestions received for cost containment last year have been submitted to CUPB and to others and are awaiting evaluation and recommendation.
- b. Budget Discussion – Dr. Weber gave an overview of budget and referred to the Budget Office Web site which contains the handouts which explain the distribution and the various funds and their sources. He explained that money may NOT be moved between certain funds and generally funds may not be carried over fiscal years.

5. Old Business – Proposed Furlough Policy

Dr. Drage explained the procedures used to gather comments and that the comments on the Web site were not filtered in any way. CUPB members were all encouraged to gather comments and each CUPB member posted the comments to a form developed by CATS. All comments have been reviewed, categorized, and presented by members of the executive committee. The categories and the executive committee members presenting the comments were:

Cost Containment – Dr. Augustine
Personnel Assignment – Ms Evans
Assignment of Duties – Dr. Augustine
Benefits – Ms Bowman
Length and Implementation of Furlough Policy – Ms Daugherty
Other Comments – Dr. Drage

After the presentation of the comment by the executive committee, Dr. Drage asked for any comments or questions from CUPB members. Comments included

- a. People want assurance furloughs would be a last resort to save money.
- b. Campus community wants the policy to be implemented top to bottom.
- c. Thanks to Dr. Drage and her work to organize the process.
- d. The comments and PowerPoint will be made available on the CUPB Web site
- e. Members wanted to know what will be the next step. Drage stated that President Perry will submit a revised furlough policy. Then open forums would be held in January to collect feedback on the revised furlough policy. Comments will be presented to the President at the next CUPB meeting. The President will then prepare a final furlough policy.
- f. Dr. Weber will make comments/questions collected by Lloyd Leonard available on-line.
- g. Some unions are currently in negotiation a furlough policy. The President stated that he has been meeting with the unions and will continue to work with the unions as stated in the draft furlough policy.
- h. President Perry stressed that furloughs and layoffs are at the bottom of the list of options He suggested that a subcommittee be selected to advise him of cost containment ideas at the January meeting. The cost containment sub-committee will work with Mr. Markley and Dr. Weber. Volunteers to serve on the subcommittee include:
 - Chair – John Pommier
 - Sandra Bowman
 - Ellen Corrigan
 - Cay Kolling
 - Gloria Leitschuh
 - Marcus Ricci
- i. Dr. Drage asked for any comments from the audience – There were none.

6. New Business –

The dates, times, and locations of the open forums to be held in January will be announced. The dates and times will be varied to accommodate the work schedules of various campus community members. The tentative schedule is Tuesday, January 10, at 10:00 a.m. and 12:00 noon, and Wednesday, January 11, at 5:00 p.m. Locations have not been determined.

7. Other – None.

8. Adjournment – The meeting was adjourned at approximately 4:10 p.m.