

**Minutes**  
**University of Mary Washington**  
**Budget Advisory Committee 2012-13**  
**October 2, 2012**  
**GW 106**  
**8:00 to 9:00 a.m.**

**Present:** D. Hall, M. Srivistava, T. O'Donnell, T. Pratt-Fartro, P. Messplay, R. Pearce, B. Friesner, N. Al Tikriti, J. Romero, D. Tweedy, J. Morello.

- I. Approval of Minutes from 9/25/12. Hall moved, the minutes were approved with no comments or corrections.
  
- II. Presentation / Q & A: Rick Pearce and John Morello.
  - a. Administration and Finance. Pearce presented an overview of the broad range of resource challenges facing the university in the area of administration and finance. He began by discussing facilities and infrastructure issues that need to be addressed. He also discussed maintenance reserve funding received from the state that must be used for academic buildings, while non-academic buildings must be addressed through student fees (which is difficult when there is pressure to keep tuition and fees low). He then discussed plans for summer construction work on residence halls (to substantially upgrade, without taking buildings off-line in the academic year). He reiterated that significant paving and parking lot work remains. He also explained that maintenance and housekeeping costs have been continued to rise with the addition of new buildings. It is also the case that an aging workforce is a challenge the institution faces in the future. He discussed IT equipment replacement and the goal of achieving a 5-year replacement cycle. With the exception of the Higher Education Trust Fund support of the state, these issues must also be funded through existing revenues. In addition, operating and maintenance funds for the ITC and Campus Center will be significant (as a 24-hour building). UMW also needs to fund the 2% salary increase and fringe benefits costs in FY 14.
  
  - b. Discussion. The Committee then had a wide-ranging conversation about anticipated costs for the ITC in terms of staff and utilities. Both

the ITC and the Campus Center are anticipated to significantly raise the institution's utilities bill. The question was raised about the possibility of using either student aides or graduate assistants and it was suggested that this would be a possibility. Pearce also mentioned that he is working to find consultant review from a VCU group familiar with Virginia higher education to examine the University's operations and budget.

- c. Requests for Budget for FY 2013-2014. Pearce suggested that a call for needs with guidelines would be presented at the Cabinet level in late October or early November and would filter down from there. One time needs and emergency needs will likely be the limit here. He stated that the call for need would be shared with the BAC.
- d. Revenues and Academic Affairs. It was asked what is being done to raise revenues. Pearce stated that from his perspective, use of facilities is his primary means and he is pursuing this. He also stated that that was primarily an Academic Affairs responsibility. The committee transitioned to the Academic Affairs discussion. Morello discussed some aspects of the transition from "gatherer to hunter." He mentioned the BSN degree completion program as one such possibility. He also discussed the renovation of the BLS degree program and forthcoming potential changes and its possibility as an attractive option for adult learners. He then discussed the Master's in GIS and its initial costs of \$350-400,000 in start-up years.
- e. Academic Affairs cost drivers. Morello discussed a variety of upcoming cost drivers in academic affairs. These include: increased sabbaticals (twelve), the QEP (roughly \$650,000 over five years), Master's in GIS (\$150-200,000 annually), BSN completion (costs unknown), AACSB accreditation (2016 timeframe) costs (faculty salaries, load adjustments). He also discussed how COB is increasing class size and adjunct funding can be realistic and might shift to CAS.

### III. Update on October Speakers and Schedule

- a. October 9<sup>th</sup>: No meeting
- b. October 10<sup>th</sup>: Jeff Rountree –
- c. October 16<sup>th</sup>: No meeting; Fall break
- d. October 23<sup>rd</sup>: Dean pending

e. October 30<sup>th</sup>: Torre Meringolo: Confirmed

IV. Discussion of Report to UFC: Tabled

V. Short & Long-Term Goals of Committee: Tabled