UNIVERSITY OF WEST GEORGIA

Minutes *APPROVED on 20 October 2023*
Faculty Senate Budget Committee
September 12, 2023, 2:00 p.m.
Google Meet (Virtual)

1. **Introductions/Roll Call**

   Present:
   - Blynne Olivieri Parker (Senator) - Chair
   - Laura Caramanica - THSSON (Senator)
   - Swarna Dutt - RCOB (Senator)
   - Mina Rollins - RCOB (Senator)
   - Paul Rutledge - UC (Representative)
   - Marjorie Snipes - CACSI (Representative)
   - Elizabeth Keohan Burbridge - COE (Representative)
   - Chase Williams, SGA, Vice-President of Business and Finance
   - Lynn Sotillo, Assistant VP Financial Planning & Analysis (Budget Services appointee)
   - Lucretia Gibbs, AVP Academic Strategic Budget Planning and Finance (Provost and Vice President of Academic Affairs appointee)

   Absent:
   - Pam Dunagan - THSSON (Representative)
   - Rebekah Teal - RCOB (Representative)
   - Hazel Cole - SCFM (Representative)
   - Scott McElroy, Vice President for Business and Finance
   - Tina Skinner Reece, Administrative Manager for Student Affairs and Strategic Enrollment Management (Vice President for Strategic Enrollment Management appointee)

   Introduction by Chair:
   - It is my honor to serve as Chair this year. I've served on the budget committee since 2017 with two terms as a Representative and currently a term as a Senator. My service as chair and as a senator concludes in June 2024.
   - My goal is to 1) make your participation on this committee as easy as possible, 2) ensure our meetings are respectful and productive, and 3) effectively communicate and work to resolve our committee's issues-of-focus and questions with the Faculty Senate Executive Committee and with administrators.

- Please feel welcome to speak up and let me know if I'm making a procedural misstep, aka with Robert's Rules of Order. Please also feel welcome to speak at any time during the meeting, by either raising your hand, or if there is a lull, just unmuting and speaking up. You may also reach out to me by email.

2. Committee Documents - Agendas, Minutes, etc.

[Drive](#)

Discussion of the Drive was moved to number item 2.

3. Purpose and Values
    a. [Faculty Senate Budget Committee | UWG](#) [webpage]
    b. [Process & Values - April 2021.docx](#) [document].
- Review of the committee's roles, the 2021 document which more specifically describes aspects of our roles and the committee's values as they relate to the university's budget.
- The timeline included in that 2021 document may no longer be accurate

4. Significant dates in budget cycle
- September - USG forwards upcoming FY budget information to institutions
- October - Fall Census date (https://www.westga.edu/administration/provost/iea/index.php)
- October - Institutions begin to gather information, analyze data, divisions work to develop budgets
- March - Georgia General Assembly finalizes upcoming FY Appropriations
- April - USG Board approves allocations, tuition, and fees for each university
- May - Institutions submit the upcoming FY budget to USG
- June - UWG Budget Office disseminates budget information to Vice Presidents

See also the USG FY24 Budget Calendar:

https://www.usg.edu/fiscal_affairs/departments/budget_calendar/fiscal_year_2024

5. Identifying meeting topics and guests
- Budget and fundraising impact of moving to Division 1 Athletics in Atlantic SUN Conference. We'd like a better understanding of this change as it relates to the Athletic Foundation (scholarships? Changed fundraising emphasis?) Are there costs for adding new sports? (no changes to state allocation or tuition and fees). Are the facilities for these new sports already in place or are additional facilities needed? (so, small capital projects?) Any anticipated changes to enrollment or

academics? <u>Action:</u> Blynne will contact administrators for more detailed information.

- Business and Finance -- <u>Action:</u> Lynn Sotillo will present at our October mtg
- AA's ITS - change from Google to Microsoft. <u>Action:</u> Request Kirk Inman to present this year
- Experiential learning opportunities, like field school, and study abroad. Discussion that these unique opportunities for students often need to be capped for safety or efficiency reasons, at below typically headcount for regular courses. What is the monetary support from AA for these student opportunities, particularly given the QEP, when it doesn't conform to usual headcount expectations? What is AA's commitment to these programs overall? If they are not financially viable, at under head count, then would AA make a decision that they are not going to be run? <u>Action:</u> not yet determined. Ask these questions of the Provost at the November meeting?
- Larger framework for being able to do our work:
  - What decisions will position UWG to survive?
  - What are the budget priorities of the university? Where do supporting academic programs (quality education for students) and supporting faculty's professional development and growth fit into these priorities?
  - Where is UWG going next? Thus, what are the emerging budget priorities?
  - What budget decisions would lead to a healthy academic environment?
  - SWOT (strengths, weaknesses, opportunities, and threats) analysis of each campus unit

6. **Other information and topics**
   - UWG did have an additional $2M cut as a result of the Georgia Assembly's decision to cut an additional $66M from the USG budget. That $2M cut has been accounted for in this FY24 budget.
   - Student Credit Hour (SCH) generation report. Produced approx weekly by Academic Affairs (AA) to compare year over year on a specific day. Particularly important during Summer Semester and the best picture of the data occurs after add/drop day. Could this be shared with us monthly before our meeting? We understand this is a moving snapshot. <u>Action:</u> Blynne will request this from the Provost.
   - Should we consider bringing the concern about the "cascading down" communication model not working to the FS Chair, Jeff Reber, or to the FS Executive Council? Cascading information down the level/s after the Provost shares information is not occurring in many academic areas so it is unclear what anyone knows and if it is okay to know it.

The meeting concluded at 3:30 p.m.