

Minutes of the Lincoln University Faculty Senate September 29, 2011, 11:00, 106 MLK

A motion to begin the meeting was made by Mr. Eugene Matthews, and seconded by Dr. Jennifer Benne. The meeting was called to order at 11:00am by Dr. Kurt DeBord, Senate Chair. A quorum was met.

Dr. DeBord began the meeting by summarizing his results of meetings with various departments by noting three major areas of concern: (1) Transparency in administrative decision making (2) Salary and Budget concerns (3) Priorities for technology and the CII (4) Mentoring of new faculty. He also announced that the Senate Executive Council will meet soon.

Dr. Carolyn Mahoney then spoke to the Senate. She began by noting that our alumni are aware of hard work and the national reputation gained by many of our programs. In addition, a sales tax referendum is expected on the Jefferson City ballot in February to aid with growth plans for the University.

Dr. Mahoney addressed the personnel concerns noted by President DeBord. A national Vice President of Academic Affairs search will begin in the Spring 2012 semester. In addition, Dr. Mahoney noted that our Records Department will report to Academic Affairs while a search is conducted for a new Director of Admissions. Interim Director Roxane Seidner and recruiter Amanda Woods, and administrative assistant Candace Ingram will staff the office while a new search ensues. In addition, Craig Galbreath will be helping with site visits during this time. Other issues covered by Dr. Mahoney include:

- Jerome Offord's appointment as the Dean of Library was tied to his success as a grant writer and stressed that this appointment would strengthen his ability to receive more grants. In addition, she stressed that no salary increase was associated with the appointment.
- Increase in faculty compensation: Faculty service is valued, and she is in favor of finding a way to fund a salary increase.
- Existing structures: The campus master plan is just a draft and Mr. Creagh wants input from faculty,
- Technology Fees discussion will be made by Controller Sandy Koetting.
- Support for CII: Long range plans for hardware purchase and replacement are under way. It's time to begin planning for group purchases
- Faculty mentorship: She thought it was done, and she asks academic affairs to develop the program.

Dr. Mahoney then welcomed questions from the Senate. Dr. Jim Borgwald asked how the search committee for VP will be formed. The response was that we would look back to the past committees to see how they were formed. No real planning has happened yet due to homecoming scheduling and the addition of the Gateway Classic event. Dr. Borgwald noted that faculty members have not always been an important part of search committee makeup in past years and said faculty should have a voice on the committee. Dr. Mahoney responded that she wants faculty to be involved in the search process so they will welcome and embrace the new Vice President of Academic Affairs.

Approval of minutes of meeting held August 25, 2011

Dr. Mara Aruguete moved that the minutes of the August 25th meeting be approved. Dr. Deborah Greene seconded the motion. The minutes were approved.

Controller's Presentation

Sandy Koetting, University Controller, then took the floor. She expressed a desire to avoid the budget process being a "mystery" on campus. The budget process is a blend of knowing our past income and expenses and using this knowledge to plan for the next year.

After reviewing the budget display, Dr. Mara Aruguete asked how tuition numbers decreased from FY 2010 to FY2011 when we have all been told that enrollments have increased. Ms. Koetting responded that the amounts in the budget planning files are projected, not actual. This projection status represents why we must work on being accurate in new projections. Accuracy will help us to develop a good budget. Mr. Pete Zambito asked if our percentage of cost for personnel typical. Ms. Koetting replied that she is not sure, but she expects that we are typical of most universities



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Dr. Patrick Henry inquired if there were budget shortfalls in 2010 & 2011. Sandy replied that there were shortfalls in the 2010 budget, but the audit numbers are not in for 2011.

Areas of the budget report were defined. Grant income comes under indirect costs. The "Other Sources" line includes parking permits, facility rental, testing, id replacement, graduation fees, transcript fees, etc.

Dr. Connie Hamacher added some background information to the discussion noting that the budget committee looks at the historical data as trend data to help create the new budget. Dr. Aruguete then asked if the tuition projections for recent years were accurate. Ms. Koetting replied that In 2011 we were almost right on with the budget, the number 76557 credit hours were projected for this year, so she feels that the 2012 prediction will be a good estimation.

Dr. Thomas Omara-Alwala asked if federal funds were included in the display, and was informed that the budget documents only reflect general funds. Dr. Jennifer Benne voiced a concern about mid-year cuts in state funding. At this point, Dr. Mahoney replied that this governor is committed to no mid-year cuts, and she had confidence in him. The 2001 budget was the last time a mid-year cut happened.

Dr. Cheryl Hibbett asked where the contributions for the LU Foundation are reported in the budget and was informed that the foundation has a separate set of financial records. Dr. Wesseh Wollo noted that the projections seemed accurate, but asked why the actual numbers for the 2011 budget year were not shown. Ms. Koetting responded that the audited 2011 data will not be finalized in time to be of help for 2013 plans. The Budget Committee has begun working and the scenario deadlines are already out, due by Nov 11th, which is 1.5-2 months ahead of last year to give the committee more time to listen and reflect on the scenario requests. In addition, the Revenue Subcommittee is working on projections to help create more accurate plans. Dr. Patrick Henry asked if tuition and fees would be predicted as more than last year and Ms. Koetting replied that it would be a flat figure from last year with no increase or decrease.

Dr. Mahoney reminded everyone that budget committee meetings are open to all. If you want to attend let her office know and you will be added to the email notices.

The Technology fee was then examined by Ms. Koetting. Although it has its own budgeted line, it is bundled in with tuition and mandatory fees account. In 2011 the Technology Fee revenue was \$ 699,000.00. The average fee revenue from this line is \$620-700,000. This funding is used to help support technology rich classrooms, ERP, CII, academic computer labs. Tele-communications, the Sunguard contract and other miscellaneous technologies. Part of the funding is Title III, but overall general funds have to help support technology fees. Dr. Omara-Alwala asked where departmental lab fees were entered and Ms. Koetting identified incidental fees and mandatory fees, with a specific general ledger account fee.

Dr. Henry asked about classroom technology maintenance and upon hearing that departmental budgets will have to cover it asked how departments were expected to cover these expenses. Ms. Koetting suggested creating scenarios to cover new funds. Dr. Adrain Andrei noted that broken equipment creates frustration and students are aware when there are problems. Dr. Mahoney responded all concerns are unique to Academic Affairs, and she would be happy to sit with faculty to hear concerns and create a workable plan. Dr. Ruthi Sturdevant said that the Academic Executive Council is already working on this problem.

James Tatum brought up the point that departments charge lab fees help support labs. Even though the funds go in to the General Revenue fund, he said that the revenue coming in is recorded, and wondered if departments that charge lab fees get special consideration? Ms. Koetting said that fees would be examined during the creation of the 2012 budget and there might be new course fees, but the expected revenue was not specifically reflected in the budget. New fee suggestions should be directed to Dr. Harris.

Announcements:

Leslie Youngblood asked for a round of applause for those who participated in the 2011 Common Read: The Pact. She said that we are close to having all three doctors visit our campus to visit with students. Students will see that they can be successful regardless of past circumstances.

The Common Read Committee is sponsoring an essay contest, Page Library will sponsor a book voucher for contest winner. In addition, she hopes to have Common Read "rewards" for instructors to use and submit ideas about the common read. The Clarion will be creating a Common Read Corner, including students and professors talking about the common read.

Lois Marshall reminded Senate members to visit the Civil War Exhibit at Page Library. Dr. Deborah Greene announced that we are the first university to have access to this exhibit.

Dr. Gabrielle Malfetti-Rachelle asked everyone's help in encouraging students to read. She suggested downloading the flyer: LU is Reading to post in a public place. In addition she announced a Campus Multicultural event is planned to engage in comprehensive internationalization. The department will also be showing the documentary Nelson Reading Series. The next showing will be on John Dalton's The Inverted Forrest will be on Oct 27.

Dr. Michael Bardot moved to adjourn the meeting. Eugene Matthews seconded the motion and the meeting was adjourned at 12:02 pm.