

UNIVERSITY OF MICHIGAN-FLINT

Council of Deans Meeting

**Thursday, December 9, 2010
3:00 p.m. – Shiawassee Room**

~ Minutes ~

Members Present: Mary Jo Finney, Donna Fry, Vahid Lotfi, and D. J. Trela *(Roy Barnes also joined the meeting to hear the budget presentation [Agenda Item 1].)*

Guests: David Barthelmes, Vice Chancellor for Business and Finance
Jerry Glasco, Director of Financial Services and Budget
Christy Brownell, Senior Financial Specialist

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

FY12 Budgets ► Dave indicated that the focus is on next year's budget, but due to issues regarding this year, he would like to discuss the following topics in regard to the budget:

FY12 Budgets – First Half Budget Model Results and Impact of FYE Courses ► Dave indicated that with the implementation of the First Year Experience (FYE) Program, some things happened in terms of the budget that were not anticipated. He indicated that because the tuition revenue goes to the Provost Office and is then distributed, that is not reflected in the budget. He distributed a handout, "Preliminary FY 2011 Tuition and Fee Revenue Allocations through Fall 2010" which shows a much more negative analysis for each unit, including support units, because the FYE tuition revenue is not filtered through the college/schools. It was noted that FYE was causing a problem but was not the "major" crux of the negative budgets. He indicated that Budget and Finance is doing the following two things to try to alleviate this so that the budget structure of FYE does not negatively impact units:

- Jerry and Christy will be doing some analyses to nail down numbers in terms of tuition flow for the full year.
- A one-time adjustment will be made to rectify the problem so that FYE doesn't continue to negatively impact the budgets of the college/schools and units.

FY12 Budgets – Need Some Help with New Programs – Documentation and Communication and Need Some Help with Undergraduate Enrollment Assumptions ► Dave indicated that his office needs help from the college/schools so that a more realistic budget can be established in the coming year in terms of enrollments and variables that may affect it. He indicated that it is essential that more communication is needed regarding new programs and/or changes that would affect enrollment. He added that they would welcome that kind of information and in doing so they could build a budget more true to form; otherwise, they would have to use a standard percentage.

Discussion took place regarding 3-4 year self-analyses by the college/schools and the following problems were noted: one of the challenges is undecided students; another specifically for SEHS is that they normally have to look at junior level entry and that is hard to predict especially when the market is a factor; and, having the personnel and skill-set to try to make precise calculations is difficult as well. The deans discussed ways on how making projections and assisting Business and Finance could be done a little easier. Jerry and Christy indicated that they could work with the deans and help them come up with numbers as well. The timeline for working collaboratively on this is January/February for the following fiscal year. Also, discussion involved setting aside funding for special initiatives, smart risks for financial growth, and how to deal with and/or anticipate enrollment shifts. Jerry mentioned that sometime in the future, we may be faced with the problem of new programs that are not tied to growth. Overall, the deans indicated a willingness to work more closely with Budget and Finance in establishing more realistic budgets.

Approval of Minutes from November 29, 2010 ► Following discussion, the approval of the minutes were tabled until the next meeting.

Faculty Office Hours ► Discussion took place regarding problems deans were having with some faculty who had very limited office hours and/or accessibility. The question emerged regarding whether there needs to be a policy in place, and if so, at what level. Campus accessibility to colleagues and students was discussed and the complaints that have resulted. Deans were also in agreement that the issue becomes more complex when we are talking about faculty who teach online courses and accessibility but they also agreed that when it comes to service on the part of the faculty, a massive problem exists when faculty may only be on campus one or two days a week. Much discussion took place regarding how the problem impacts various groups, including students, and possible solutions. In summary, Gerard asked deans to bring up the issue with their Executive Committees to take to the faculty for a vote.

Honors Program Discussion ► This agenda item was tabled for a future meeting.

Matters Arising ► A teaching load question arose which was referred to HR for an answer and/or to handle.

The meeting was adjourned at 4:35 p.m.