# CHANCELLOR’S ADVISORY COMMITTEE – BUDGET & STRATEGIC PLANNING

April 13, 2016 – 2 p.m. – 3 p.m.
Chancellor’s Conference Room

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<th>Agenda Topic</th>
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<th>Discussion Overview / Decision Made / Action Taken</th>
<th>Follow Up what, when, who</th>
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<td><strong>2:00</strong> Opening Conversation</td>
<td>In an effort to ensure timely updates between groups, a standard minutes template and method of dissemination might be considered by various faculty governance groups or committees.</td>
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<td><strong>2:15</strong> VC Knerr presentation</td>
<td>Provost Knerr presented a list of fiscal initiatives taking place in the colleges and schools. It was developed in collaboration with the Council of Deans and Vice Chancellor for Business &amp; Finance in an effort to establish sound principles of academic management.</td>
<td>See provided attachment for full list.</td>
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<td>VC Tewksbury</td>
<td>The budget model will continue to be refined. This year, the activities recommended for funding all tied to student retention efforts. This is an example of how the budget model can intentionally support institutional priorities. The budget model should continue to be reviewed.</td>
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<td><strong>3:03</strong> Other Recommendations</td>
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<td>Organizational Learning Theory – Dr. Wyneken expressed a willingness to facilitate a training on organizational learning theory.</td>
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<td><strong>3:17</strong> Meeting adjourned</td>
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## Notes

Reminders:
- Next Meeting: Wednesday, April 27, 2016 at 1 p.m. in the Chancellor’s Conference Room.
- Absent: Amelia Biehl
- Present: Chancellor Borrego (departs 2:51 p.m.), Tess Barker (departs 2:51 p.m.), Michael Farmer, Matthew Wolverton, Greg Tewksbury, Doug Knerr, Mehrdad Simkani, Matthew Wyneken, Cathy Miller, Cathy Larson

5/2/2016
List of Fiscal Initiatives in the College and Schools
April 13, 2016

These initiatives were developed in collaboration with the Council of Deans and Vice Chancellor Tewksbury in an effort to establish sound principles of academic management that each dean will pursue as applicable in their college or school. It is expected that this work will occur systematically and regularly and be reviewed each semester by the provost, the dean, and the college/school budget officers.

1) Section Control – Comprehensive review of the deployment of course sections with emphasis on duplicative courses and electives within degree programs. Review general education course identification and deployment within and across academic units. Review of labor allocation across full-time faculty loads and part-time faculty assignments.

2) Course Capacity – Coordinate space planning and seat planning. Review of optimal course sizes per academic program.

3) Course Minimums – Review of current practices of setting course minimums for lower and upper division courses. Manage to union rules for cancelled courses and to imperative for multi-year scheduling.

4) Release Time, Reassigned Effort, and Stipends – Establish a dashboard in each college and school office to record and manage the costs of release time, reassigned effort, and stipended work.

5) Shared Services – Establish a shared administrative service model as broadly as practical in and among the college and schools. Reallocate savings to support faculty professional development.

6) DEEP Review – Establish a fiscal framework for evaluating unit contributions to and revenues from the DEEP program.

7) Program Review, Consolidation, and Elimination – Pursue strategy and structure to reduce administrative overhead while retaining disciplinary integrity.

8) Conversion of part-time positions to tenure and tenure-track positions in high value departments. Concentrate non-tenure-track full-time positions in service departments.

9) Develop more online programs

10) Develop high value destination graduate programs.

11) Develop additional certificates and minors to create modules for internal and external partnerships.