

**University of Colorado Denver – Budget Priorities Committee (BPC)**

Meeting Minutes

Monday, August 7, 2017

Chancellor's Conference Room, LSC 14<sup>th</sup> Floor

Voting Members: Sommer Browning, Peter Jenkins, Quintin Gonzalez, Steve Thomas, David Tracer, Diana White, Brent Wilson

Guests: Todd Haggerty, Jennifer Sobanet, Walter Sylvester

1. Welcome and Introductions
2. Approval of May 1, 2017 minutes
  - a. Date on minutes was incorrect and was amended.
  - b. Peter Jenkins moved to approve minutes. David Tracer seconded motion. Minutes from May 1, 2017 meeting unanimously approved.
3. Procedural Issues and BPC Charge
  - a. Members need to be updated on website. Diana and Sommer will attend to that.
  - b. Charge and mission statement need to be dealt with this year by the committee, as they are inaccurate and out-of-date.
  - c. Sommer will send out calendar invites for regular BPC meetings and special meetings on the 3<sup>rd</sup> Monday of the month. These special meetings will be cancelled if not needed.
4. Provost Update
  - a. Provost not in attendance, Jennifer Sobanet updated in his stead.
  - b. Renovations:
    - i. Wellness Center is on time and on budget, construction should end sometime in Spring 2018; Amber Long is the Executive Director of the Wellness Center
    - ii. North Classroom renovation on track, all classrooms are set to be finished by the end of Fall 2017 semester, roof replacement was approved by the state, will start on that no sooner than one year from now.
  - c. Searches:
    - Deans of Engineering and Architecture & Planning have been hired
    - Associate Vice Chancellor of Digital Effectiveness—search not finished but close
    - Library Director search will start in the fall
    - Enrollment Management positions – search results not announced yet
  - d. Provost is back from leave and working full-time now
5. CFO/Budget Director Updates

- a. FY17 came in above budget for revenue and below for expenses
  - b. The \$5M from President Benson/CU Foundation is being allocated to retention efforts, advising, financial aid, and other initiatives, including salaries
  - c. Student Success Collaborative update
  - d. Chancellor's Action Teams update
    - i. These action teams created recommendations which created sub teams (Student Services, Financial Aid, Advising) who will use recommendations to create project plans, gather data, and create best practices
      - 1. Can BPC get updates on these action teams?
        - a. This is possible, but there will likely be nothing to report until January 2018
  - e. Jennifer updated us on various endeavors Deans and Bursar's office initiated to assist returning students
  - f. Undergraduate fall enrollment slightly up, mostly due to transfers and increase in continuing students
  - g. Graduate fall enrollment in slight decline
6. BPC Chair Update on Training Plan/Retreat
- a. Mini-Retreat Goals
    - i. Learn basics of new model to field questions from faculty
    - ii. Encourage faculty-to-faculty conversations about new model
    - iii. Attendees will be able to meet with departments and schools/colleges to provide information and updates if needed/requested
- Retreat Dates:
- Sept 1 and 8 from 11:30-2:30
  - Location: TBD (perhaps Student Commons Building)
7. Other business
- a. Can we set up a shared place for BPC documents?
    - i. Yes, likely OneDrive. Diana will check into this.
  - b. Can BPC get materials to review before BPC meeting?
    - i. Yes, BPC members will get materials to review by noon the Thursday before Monday's meeting. What needs to remain confidential will be noted in the name of the document.
  - c. Can BPC know what they need to provide feedback on?
    - i. Yes, the agenda can state this so members are better prepared for the meetings.
8. Executive Session
- a. Ran out of time for this agenda item.

Meeting adjourned at 12:35pm

Next Meeting: September 18, 2017

**University of Colorado Denver – Budget Priorities Committee (BPC)**

Meeting Minutes

Monday, September 18, 2017

Chancellor's Conference Room, LSC 14th Floor

Members: Brent Wilson, Diana White, Sommer Browning, Lois Brink, Scott Reid, Quintin Gonzalez, Jennifer Sobanet, Steve Thomas, Christine Martell

Guests: Lori Mettler, Todd Haggerty, Walter Sylvester, Rod Nairn, Tobin Bliss, Jennifer Sobanet, Jeff Knight, Laura Argys

1. Welcome and introductions
2. (Tobin Bliss) Brief discussion of new-degree process budget review
  - a. Overview of review of new programs process
  - b. Levels of review: Jennifer Sobanet and Provost, curricular committees in each school (with Terry Potter), then to BPC, University Affairs, Regent committee, CCHE for approval, after program is approved there is a post review done by the Regents (every year for first five years of program). If program doesn't meet enrollment targets, then corrective action is taken and a report is requested about why.

3. Q&A on budget-review process

Q: What is BPC's role in this?

Nairn: To look at the budget, the Regents are the ones who care about the need for program. BPC is not really looking at courses or academic issues.

4. New Degree Proposal – Biochemistry BS
  - a. Jeff Knight (CLAS - Chemistry) presented the program
    - i. BS will replace the biochemistry emphasis track
  - b. Tobin discussed fiscal impacts
  - c. BPC Discussion:
    - Q: Does this cannibalize the chemistry and biology degrees?
    - A: Jeff does not think so
    - Q about transfers: Many students are transfer students in this program.
    - Q: Is this is a viable pre-med major?
    - A: Yes it is.
    - Tobin: these programs are designed to increase new students rather than shift them from other programs. Because this is an existing track the

fiscal aspects are minimized, there is less risk & the need for this program is more apparent.

- d. Steve Thomas moved to approve program. Lois Brink seconded motion. New Degree Proposal – Biochemistry BS approved by acclamation.

5. New Degree Proposal – Health Economics

- a. Laura Argys (CLAS – Economics) presented the program
- b. Q: Are there tenure track faculty implications, this program seems to rely on them...what is the long term prospect about hiring them?
- c. Q: Hiring 3 adjuncts...can these be merged into a full time tenure track position at full implementation (5 years)?
- d. A: Yes, this could be possible.
- e. Q: Can the proposal include this then? The consideration for hiring a tenure track faculty?
- f. A: This would be addressed & assessed within the department.
- g. A: Adding the tenure track hire to the proposal would show in year five a great increase in cost and this would not be good to include as far as the regents fiscal perspective.
- h. Q: 30 credit dissertation fee, when other competitors charge less (18 credit hours)—hope that someone is looking at this graduate dissertation fee. Also, issue of producing PhDs and PhD glut...must be aware that these have to be quality phds so our students compete in the job market, how do we address this? Is there plenty of demand on the nonacademic side for these graduates?
- i. A: This degree was designed to focus on the research strengths of the department; there is an industry need for these graduates. This is a targeted PhD for a reason. This is the most sought after specialized field for health centered economists
- j. A: This kind of flagship PhD can attract faculty and research dollars too, not just students.
- e. Lois Brink moved to approve program. Scott Reid seconded motion. New Degree Proposal – Health Economics approved by 9 (yes) 1 (abstain).

6. Overflow, Q&A on budget review process, or AVCAF updates

- a. Ran out of time for this

7. New budget model – communications strategy for faculty

- a. There will be an upcoming meeting on this as we still need discussion on how to best communicate with faculty about new budget model.

- b. Discussion:
  - a. There are reservations/questions about faculty buy-in.
  - b. Is there a one-pager?
- c. Part of BPC's charge is to help facilitate the functioning of BPCs inside each school and college,
  - a. Does your school or college have a budget committee?
    - i. School of Ed yes
    - ii. SPA yes
    - iii. CLAS yes
    - iv. CAM yes
    - v. CAP: no budget priorities committee, but there is an executive committee
    - vi. Library: sort of (Shared Leadership Team).
    - vii. Engineering and Business not represented at the meeting, so we don't know.
  - d. When the last budget model was proposed years ago, it was recommended that all schools and colleges have their own BPC.
  - e. Those BPC committees are good places to promote that faculty voice for this model.
  - f. Q: Can we get a rep from the Deans meeting to report to BPC so we can see what they are thinking/discussing? This is an opportunity to share information.
  - g. Q: We should have budget folks attend faculty meetings, survey them directly after to get feedback, faculty will not go to extra workshops.
  - h. Todd Haggerty mentioned that he attends meetings with Deans

#### 8. Executive Session

- a. Diana will send out the slides from the second BPC retreat.

Meeting adjourned at 12:32pm

Next Meeting: October 2, 2017

Regular Meeting of the CU Denver Downtown Campus Faculty Assembly's  
Budget Priorities Committee  
Monday, December 4, 2017  
Chancellor's Conference Room, LSC 14<sup>th</sup> Floor  
11:00 am - 12:30 pm

Voting Members: Diana White, Sommer Browning, Quintin Gonzalez, Brent Wilson, Peter Jenkins, Katherine Gunny, Lois Brink, Christine Martell, Stephen Thomas

Guests: Todd Haggerty, Jennifer Sobanet, Rod Nairn, Walter Sylvester

1. Welcome, Introductions, and Approval of Minutes 11:00 – 11:05

No minutes to approve. No announcements.

2. Budget process update 11:05 – 11:10

- a. Budget & Finance Office is working on the FY19 budget
  - i. Governor state funding increase means \$3M to CU Denver
  - ii. Discussion of mandatory costs including salary increases
  - iii. Chancellor's Budget Advisory Committee proposes budget to Regents who make the final decision on budget.

3. Regent's meeting update 11:10 – 11:15

- a. On November 16 the Finance and Budget Office gave FY18 budget report to Regents, there weren't any questions.
- b. Facilities Master Plan has been approved by Regents. First time CU Denver had its own master plan that wasn't AHEC's. Regents were positive about this. Carey Weatherford is willing to come to talk about the Facilities Master Plan to any group that would like to hear about it.
- c. Online education, Ludwig presented some goals for all CU schools to improve their online offerings. They will announce a more finalized plan in February Regents meeting. Regents gave support to create a larger all CU system wide online plan. Individual campuses have their own plans and these will likely continue but also all these plans will have support the larger CU system wide online education mandate from the Regents.

4. CACB retreat update 11:15 – 11:25

- a. Chancellor's Advisory Committee on Budget met November 8<sup>th</sup> – this is the committee that superseded the Steering Committee on Budget, the CACB is advisory to the Chancellor's Budget Committee (Todd, Jennifer, Nairn, Horrell, Carrouters). The CACB includes deans, FAC chair, BPC chair, etc.

- b. CACB spent the fall learning about ways to grow revenue:
  - Graduate retention and growth
  - International students
  - Online retention and growth
  - Interdisciplinary programs (Inworks)
- c. CACB will be meeting monthly to build the new budget according to the new budget model.
- d. At November 8<sup>th</sup> meeting they prioritized their ideas for revenue growth and other budget goals to help in developing the budget in the spring.

5. Budget presentation and discussion/feedback 11:25 – 12:00

6. Provost update

- a. Searches: Library Director search progressing. College of Nursing search is progressing. Beginning to talk about Vice Chancellor of Research, still need to identify cross campus search committee for this.
- b. Facilities: Atrium space in the Business School is being considered for renovation.
- c. Student Success Partnership Update
- d. CU campus (Denver/Anschutz) update: to look for areas to improve efficiency and effectiveness across both campuses to benefit both.

7. Executive session or continued updates/discussion 12:15 – 12:30

Adjourned at 12:27

Next BPC Meeting: January 15, 2018