PRESIDENT’S BUDGET ADVISORY COMMITTEE
July 25, 2013

MEMBERS PRESENT:
Larry Furukawa-Schlereth  CFO, Vice-President for Administration and Finance, Co-Chair
Andrew Rogerson  Provost, CAO, Vice-President for Academic Affairs, Co-Chair
Margaret Purser  Faculty Chair, Anthropology Department
John Wingard  For Carlos Ayala- Dean, School of Science and Technology
Dan Condron  Vice-President, University Affairs
Matthew Lopez-Phillips  Chief Student Affairs Officer
Jason Wenrick  Chief Information Officer, Administration and Finance
Laura Lupei  Senior Director for University Budget, Administration and Finance
Catherine Nelson  for Andy Merrifield- CFA Representative, Political Science Department
Matt Dougherty  Vice-President, Finance, Associated Students
Mac Hart  President, Associated Students
Henry Amaral  Staff Representative, Facilities

STAFF PRESENT:
Ian Hannah  Acting University Treasurer, Administration and Finance
Katie Robinson  Project Assistant, Administration and Finance

GUESTS PRESENT:
Matt Benney  AVP Academic Support, Academic Affairs
Arcelia Cabrera  Administrative Assistant, University Development
Mike Ogg  Budget Manager, Administration and Finance
Natalie Sanchez  Administrative Coordinator-Budget, Administration and Finance

MEMBERS ABSENT:
Ruben Armiañana  President, SSU, Chair
Letitia Coate  Associate Vice-President for Administration and Finance
Ben Ford  Immediate Past Chair of the Faculty, Mathematics Department
Erik Greeny  Interim Vice-President, University Development
Richard Senghas  Vice-Chair of the Faculty; Anthropology Department
AGENDA

I. APPROVAL OF THE MINUTES

Larry Furukawa-Schlereth called the meeting to order at 8:35 am. He introduced the agenda and asked if any items needed to be added. Hearing none, Schlereth asked for a motion to approve the minutes of the May 2nd, 2013 meeting. Jason Wenrick moved; Dan Condron seconded. Minutes approved unanimously.

II. NEW OPERATING FUNDS 90 ADDITIONAL FTES
(Please see the July 25th, 2013 agenda packet for related documents)

90 additional Full Time Equivalent Students have been enrolled for the 13/14 year. The additional students will result in additional revenue (about $857k) which will be distributed amongst the divisions according to a pre-determined formula. Schlereth announced the campus has decided to teach at 105% of the target enrollment, resulting in an additional 377 FTES, or approximately $2.035M, which would be directed towards Academic/Student Affairs. A third source of revenue has been identified in the form of the “Admissions Fee”. The $70k from the Admission Fee will hopefully alleviate some of the pressures on the Office of Admissions. Margie Purser inquired what would happen if the Chancellor’s Office no longer supported the campus teaching over target. Andrew Rogerson responded that he and his office are comfortable with teaching above target, and the new money coming in from over-enrollment will not be dedicated to tenure-track faculty. Schlereth added that no matter what the University will honor its commitments.

III. ONE-TIME FUNDS TO MEET THE ACADEMIC AFFAIRS STRUCTURAL DEFICIT
(Please see the July 25th, 2013 agenda packet for related documents)

Schlereth explained that typically at the end of the year each division’s balance is spent at the discretion of its Vice-President; however, some savings do not belong to a specific division, but rather are University-wide. These include items such as benefits and utilities. This year $1.2M of the University-wide year-end balance will be allocated to meeting the Academic Affairs structural deficit. Schlereth is still trying to cover the deficit in the base budget, but this will act as a temporary fix for the upcoming year. He will give a more comprehensive report in the fall meeting.

IV. ONE-TIME FUNDS TO SUPPORT UNIVERSITY NEEDS
(Please see the July 25th, 2013 agenda packet for related documents)
The remainder of the University-wide year-end balance amounts to $2,191,420. Approximately $400k has been allocated to a number of repairs and renovations, including: dance floor repair, Person Theater carpeting, Darwin Hall Cadaver Room repair, Darwin Hall Loading Dock repair, Darwin flood expenses, and asbestos repair. $513k will be used to retrofit a number of spaces for instructional use, as well as a little more office space. Around $200k will be allocated to academic purposes: half towards the GMC Academic Collaboration, and half towards the Instructional Equipment Repair Reserve. While the University's structural deficit is almost entirely covered in the base, there is a remaining $305,997 to be found; however, this year it will be paid by the University-wide year-end balance. The remaining balance of $772,423 will be designated for the Reserve to pay for any unexpected items that may occur in the upcoming year. Schlereth asked if there were any objections to the list presented. Hearing none, he informed the committee he would forward the items to the President for approval.

V. SCHROEDER HALL CAPITAL BUDGET
(Please see the July 25th, 2013 agenda packet for related documents)

The cost to complete Schroeder Hall has been reduced to a little over $700k. This money must be in place by September 15th if the hall is to be completed by Fall 2014. The committee must determine if the completion of Schroeder is of high enough priority to get creative with funding sources, or if they are comfortable delaying construction for another year. The committee was reminded of the importance of the hall from an instructional capacity standpoint, as it will allow for additional FTES. Purser asked if the money from newly leased space to Technology High School can be used for Schroeder Hall. Schlereth responded that such is already the case. Matthew Dougherty inquired as to the priority list for use of the hall, which is: 1) formal instruction, 2) co-curricular programming, 3) various performance series (CPA/MasterCard Series/On-campus Presents), 4) Santa Rosa Symphony, 5) San Francisco Symphony, 6) and finally rentals. Schroeder Hall is not expected to be income producing, outside of possibly a few wedding rentals. The campus will receive additional money, as instructional capacity increases; however, all money must be identified before construction can begin. Catherine Nelson added that it would be helpful to produce a list of FAQs about the entire facility, as she is often asked questions about the construction while in attendance of concerts at the Green Music Center. It seemed to be a wonderful suggestion, as none of the committee members could answer what kind of wood the chairs are made of (European steamed beech).

VII. GOOD OF THE ORDER
Schlereth invited the committee to enjoy the next few events at the Green Music Center- pianoSonoma and El Gusto.

Schlereth adjourned the meeting at 9:35 am.
Minutes prepared by Katie Robinson.