

Budget and Planning Committee
Meeting Minutes
May 6, 2014
Ackerman Alumni Room

Members Present: Jeff Carman, Ken Watson, Les Mueller, Ray Brown, Gerri Silveira, Angie Adams, Mike Sell, Kerry Bullard, David Lageson, Evan Bryan, Steve Tanner, Andy Ashe, Sue Cain

Guests Present: Farooq Sultan, Helen Moore (Recorder)

Jeff Carman called the meeting to order at 1:00 pm

Minutes from the April 8th meeting were approved as submitted.

Farooq Sultan presented the Course Inventory and explained various aspects of the database. He explained that the assumption is if the number of courses is reduced then the number of classes designated as “low” will also be reduced. Instead of having four classes with eight students, we could have two classes with 16 students or one class with 32 students (see label definitions below). He also noted that we have courses in the catalog that have not been offered in at least the past two years. Farooq stressed that the inventory was developed as a tool to use in evaluating the enrollments in all the courses at EOU. Discussion included the following:

- Farooq defined the class labels, saying they were arbitrary labels he came up with as a way to designate the different levels.
 - Low; less than 10 enrolled students (not enough to cover faculty salary)
 - Marginal; 11-17 enrolled students (covers salary and maybe some additional expenses)
 - Acceptable; 18 or more enrolled students (shows a profit)
- Farooq was asked if the inventory included summer classes and it was suggested that if it did, the data was skewed. Farooq responded that summer classes were included and stressed that all the data should be carefully examined and all variables evaluated.
- It was noted that many steps have already been taken in the College of Business to reduce the shortfall and none of those are reflected in the inventory. Farooq stressed again that the inventory is just a tool and the information needs to be carefully evaluated.
- Farooq was asked if the possibility that enrollment will go down as a result of fewer classes was considered. Farooq responded that it was being assumed and considered.
- Farooq was asked about the timeframe of the data collected and he indicated that this was the last two years all pulled from the catalog from Banner.

Jeff said that B & P had been tasked to gather feedback on the sustainability plan from the Budget and Planning committee and submit recommendations for changes to upper administration. All suggestions should be added to the Google Doc he emailed to the committee. Discussion points included:

- The dynamics of each course needed to be evaluated carefully, being careful to consider more than just the enrollments. Eliminating any class could have negative ripple effects.

- It was noted that faculty members have spent the past year reviewing and adjusting the Art Program, per direction in the last sustainability plan, and now there is no opportunity to evaluate the success of that work before this round of cutting begins.
- Suggestion was made that admissions and advising also need to be evaluated and improved. Recruitment needs to be “ramped up”.
- If programs are cut, then interdisciplinary programs could be created to fill the voids and possibly help keep students. If students come for a certain program that is no longer available, but a hybrid of that program is, maybe they will still consider EOU.
- Concern was raised regarding the affect that eliminating Modern Languages classes would have on diversity.
- If EOU does not get the ETIC grant, how will the Computer Science service classes be taught? The suggestion was again made to create an interdisciplinary program to cover it.
- There was also discussion regarding the regional center closures. Arguments were made that Baker County needed an EOU presence. Others suggested that John Day and La Grande could serve Baker County’s needs. It was noted that even though the director of the Coos Bay Center is retiring and it is recommended that the position be eliminated, the remaining staff will be relocated to the SOCC facilities. In addition, remaining advisors on the west side will continue to advise and provide other needed services for students at the closed centers.
- Committee needs to make sure that Interim President Kenton and Interim Provost Witte get copies of the committee’s suggestions, as well as President Davies and Provost Adkison.
- Sue noted that the colleges have been tasked with carefully evaluating each of their programs and how they would be affected by the draft sustainability plan. She suggested that we wait till those reports are completed before we compile our feedback. She also reminded the committee that any suggestion made to add something back, needs to include a cut of the same amount somewhere else.
- The committee needs to see the data to up all the savings that are itemized in the plan. This includes savings from administrative areas as well as academic areas.

Committee suggested asking Jay Kenton to join the committee via conference phone for the next meeting. Jeff agreed to try and arrange it.

David Lageson reported that the Quinn remodel is ahead of schedule and under budget. Work on the SW Hoke exterior stairs will be starting soon and will be funded with deferred maintenance budget.

Jeff reported on the new Information Technology Department restructure and that the decision not to hire someone to fill Tim Wilson’s position will allow for the hire of two critically needed programmers. Updates were also given on the ITAT, Canvas implementation, wireless upgrade and FAST.

The next Budget and Planning meeting is scheduled for Tuesday, May 13th at 1:00pm in IH 201.

Minutes respectfully submitted by Helen Moore.