University Academic Budget Commission Meeting
Tuesday, April 9, 2013, 12:00 p.m., 1510, Ullsvik Hall

Mike Compton, Chair
Joseph Sigwarth (Student Senate)
Brian Peckham
Charles Cornett
Lisa Merkes-Kress, Recording Secretary

Judy Wurtzler
Wendy Stankovich
Susan Hansen
Cathy Riedl Farrey

Guests:

Absent:
Mark Evenson, Osama Jadaan, Rob Cramer

MINUTES

I. Call to Order
Chair Compton called the meeting to order at 12:00

II. Approval of Minutes of March 12, 2013
Hanson moved to approve the minutes, seconded by Cornett. Minutes approved. Discussion about having future meetings in Ullsvik 1510 in the future instead of Ullsvik 2007. Chair Compton will look into this for future meetings.

III. Approval of the Agenda
Agenda approved as presented.

IV. Announcements
Riedl-Farrey reminded everyone about the biennial budget open session meeting at 1:00 in the university room – Riedl-Farrey will do a presentation for the group at the next meeting.

V. Academic Planning Committee Report (S. Hansen)
Hansen stated they in the final stages of the new review process. There will be two different reviews; annually which would be one or two pages long and five-year review, this would be a longer review and concentrating more on the long-term goals of each area. The approval process would start with the assessment oversight committee then to the following academic standards, academic information and technology, University academic budget commission, and then Academic Planning Commission.

VI. New Business
1. Materials required for APC Program Reviews (M. Compton)
Chair Compton attended a meeting with the chairs of other departments to discuss what would be needed in these reviews. Budget commission needs to come up with three items we would want to see on the forms.

1. Five year forecast of departments to be on the annual review
2. Retaining and recruiting
3. Inversion compression issues; salary, supply items, revenue-generating items, salary savings funds

Discussion ensued about equipment replacement. Different departments need equipment replacements due to technology changes, damages, and lifespan of equipment such as Ag & Chemistry. Should this be part of the review process?

Questions about creating one accounting system; the dean’s are working on this presently per Riedl-Farrey. Once an accounting system has been determined is a way to go backwards, find the understaffed or overworked, and step down to more responsibilities such as being on committee’s or other volunteering? Re-allocation?

Need to have the decision for the three items we want to see on the forms by the end of the semester and to Academic Planning Commission. Chair Compton requested Reidl-Farrey to forward the five-year forecast to everyone for review before the next meeting.

VII. Unfinished Business

Nothing to report at this time

VIII. Adjournment

Chair Compton adjourned the meeting at 12:55 p.m.

Respectfully submitted,

Lisa Merkes-Kress, Recording secretary