

# Budget and Finance

## MINUTES

SEPTEMBER 17, 2013 2:30 – 4:00 P.M.

MEETING CALLED BY	Ali Hajjafar
TYPE OF MEETING	Regular
FACILITATOR	Ali Hajjafar
NOTE TAKER	Laura Miller-Francis
ATTENDEES	Cummins, David; Hajjafar, Ali; Kaye, Joan; Lee, Matthew; Sedlock, Steve; Kelly, Graham; Kerr, Nate; Spray, Laura; Jahan, Shamima; Ramsier, Rex

### Agenda topics

**2:30 – 2:35 APPROVAL OF MINUTES/AGENDA ALI HAJJAFAR**

DISCUSSION	Minutes were approved as corrected (redaction of names) and agenda was accepted. Meeting adjourned at 4:00 p.m.
	Next meeting is scheduled for Tuesday, October 1 <sup>st</sup> in Buchtel Hall McColleston Conference room.

**2:35 – 3:50 DISCUSSION WITH REX RAMSIER ALI HAJJAFAR**

DISCUSSION	Pathway/admission process represented 22% of the enrollment decline with student ACT scores below 17 being referred to community colleges. Additionally, the University did not increase students with ACT of 20-21 to make up for loss, but new initiatives are being worked on to improve this within Student Engagement Division.	
	Dismissal practices/financial drop represented 24% of the decline. The HLC report identified practices/planning problems within the University which need improvement. Additionally, in 2011 and 2012 the financial drop policy (payment in full or signed up for payment plan) did not occur on a consistent basis. However, in 2013 the financial drop was re-instituted.	
	Loss of new students/applications represented 38% of the decline due in part to the new criteria for admissions (ACT scores). Transfers were also down due to the new standards.	
	The University's retention problem represented that last 16%.	
	The group discussed enrollment predictions with the loss of its Enrollment Manager together with these cuts/new processes and the Committee's consultative role. The hiring of Royall & Company and RCM practices were also discussed with the need for an institutional plan with follow-up so initiatives/practices are successful. The Committee identified the need for spending controls which would also help the budget problem.	
	It was recognized that the Committee serves in an advising/recommending capacity rather than an approving capacity and for this Committee to be successful it needs to know the direction of the institution together with what has happened in the past and what is expected of the future.	
QUESTIONS	Should the new acceptance policy not have been publicized?	
	Does the University give enough scholarship dollars compared to other Universities?	
	Should the University's advertising focus on Arts & Sciences instead of its usual engineering and polymer? Has anyone tracked the effect of advertising (super bowl ads)?	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

3:50 – 4:00

MISCELLANEOUS/OTHER

ALI HAJJAFAR

<b>DISCUSSION</b>	Until budgets are determined, the Associate Provost for On-line Offerings search has been placed on hold until October due to lack of funding. Lead candidates have been informed.	
	Application and confirmation fees went up \$5 each to help support the hiring of Royall & Company.	
	An update on CRC as related to online learning and the process surrounding changes in mode of delivery were discussed.	
<b>QUESTIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>