

Budget Council Minutes

October 19, 2018

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2:00 p.m.

Attendees

Present: Mei-Fang Lan, Julie Wang, Renee Goodrich, Laurie Bialosky, Keith Schneider, and Meera Sitharam.

Absent: George Kolb, Danielle Grosse, Kirli Serdar and Jay Watkins.

Call to Order

Interim Budget Council Chair, Meera Sitharam, called the meeting to order at 2:03 p.m.

Introduction of Council Members and Liaisons

Introductions were made.

Approval of Minutes

The September 21, 2018 Minutes were approved.

Update and Discussion of Upcoming Agenda Items/Speakers

-A primary council objective is to review resource allocations to ensure consistency and transparency during this decision making process.

-Council agreed the following will be invited to council this year and discussion was held regarding what questions to ask of each:

1) UF Purchasing /P-card Program Administrator – Lisa Deal, Assistant VP and Chief Procurement Officer

Council requests clarification on p-card rules and reviewed the p-card website:

<https://procurement.ufl.edu/forms/pcard-forms/> in reference to single purchases/transactions and the maximum allowable amounts.

2) Student Affairs – Laurie will contact the Student Affairs Executive Asst. for clarification regarding the best council contact.

-Counseling Center – A question was raised in reference to Counseling Center funding; there is concern about how funding from student fees as opposed to E&G fund may affect counseling center faculty's promotion and merit raises; vacated positions were not filled in order to have fund for promotion and merit raises.

3) Provost – The Provost attended a council meeting two years ago to discuss pre-eminence initiatives. The discussion was helpful and council wishes to invite the Provost this fall.

A list of questions council would like to pose to the Provost was made and will be forwarded to him in advance of the council meeting:

(1) Update on pre-eminence hires. Has hiring concluded? Have hires been generally successful in securing grants and resources to support their research and employment?

- (2) Update on allocation and filling of the 500 new faculty positions.
- (3) Decision-making related to allocation to units with no E&G revenues, including those funded by student fees etc.
- (4) Conflict of interest in resource allocations (or more generally - accountability of resource allocations).
- (5) Off-book programs / on-line course teaching rules and practices.
- (6) Clarifications and updates on the Platform for Life, Moonshots, etc.

-Julie Wang discussed how allocation is divided for different faculty roles, i.e. administrative assignments, as opposed to research or teaching or clinical assignments.

4) HR Office –Jodi Gentry, VP of Human Resource Services

-Council discussed dept. level HR vs. central HR allocations. HR resources in each dept./unit are allocated differently than the central HR dept.

For example, with VP Gentry's office, as a central support unit unit, the allocation is shown in the support unit transparency portal, but, for example, HR staff within different colleges and even departments may be supported through E&G funds (so support and allocation comes from each dean's office.)

5) Chief Compliance Officer (CCO) Elizabeth Rusczyk

-Council is interested in hearing about conflict of interest and resource allocation; many times allocation come from historical precedent spending and is discretionary (IFAS example). Does CCO have some sort of rules for allocation? What are the guidelines?

-Council discussed provisions for periodic evaluations of chairs as the current route to oversight. This is at the discretion of each college or department.

-A presenter speaking to the topic of effort reporting visited council last year. Stephanie Gray will visit Senate in the next few months with a focus on research effort reporting.

6) Evie Cummings – UF Online

-Is UF Online separate funds from E&G? Currently yes. But for faculty teaching Ufonline courses, the effort is considered within their usual, onbook load and it is expected that Ufonline will be integrated with E&G soon – is this true?

-Is there to be a consolidation of the current variety of existing off book online courses, masters, others through DOCE (continuing ed) etc?

Old Business and Update from the University Budget Office

-Julie Wang updated council and was asked to provide departments and other entities' of the past year's expenditures/budget so the beginning balance and revenue at the dept. level and at the college level can be viewed.

Council also inquired where the legislature's allocation for IFAS can be viewed. The Chair will follow up with Julie Wang to request if the portal could include a column for the special legislative funding IFAS receives; perhaps this would be a column that is only populated for CALS/IFAS?

Election of 2018-2019 Budget Council Chair

At the last meeting, there was one nomination for chair, Kirli Serdar. He is able to serve as council chair only in the Spring. The current chair is on sabbatical and agreed to serve for the remainder of the fall. Kirli Serdar was unanimously elected as chair for the spring.

New Business

-[Platform for Life video](#) was played.

-It was decided to move the December 21st meeting to December 14th.

-Access to the portal was discussed, including the need for the proper assignment of the universal HR role for all to receive unfettered access to the portals. Council looked at the portal today and all the budget/beginning balances were 0 and the first 3 support units in the list didn't have the budget/beginning balance line at all. It was suggested the portal was probably updating.

-To increase faculty awareness, the Faculty Senate Chair suggested the council chair send the portal details as outlined below to the Provost newsletter and UFHR Communication Services and WorkLife for publication in those two mediums. Laurie will add this to her to-do-list every Fall.

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The University Faculty Senate Budget Council worked with the help of the University Financial Office and University Budget Office over several years to summarize unit-wise financial information.

The goal was to make information (that is under sunshine) available in a faculty-friendly form.

The result of this work is available on the [budget council page](#)

Unit-wise E&G Budget Allocations including Direct Allocations of non-E&G revenues (REQUIRES GATORLINK LOGIN)

- [Budget allocations to Colleges and Departments \(includes active grants\)](#)
- [Budget allocations to Central Admin support units \(includes active grants and other non E&G revenues\)](#)

(instant snapshots of allocations, year-to-date expenditures etc)

Unit-wise Tuition revenues (used to compute E&G revenue)

- Tuition Revenues by Department ([2017](#), [2016](#), [2015](#))
- Tuition Revenues by College ([2017](#), [2016](#)) (used for deciding allocation to colleges for AY18-19, and AY17-18 respectively)
- Department-Major correspondence used to compute Tuition revenue ([2017](#), [2016](#), [2015](#))

Tutorials ([text](#) and [video](#)) on

- How to use the above resources
- Method used to compute Budget allocations to colleges based on their E&G revenues

(E&G Budget allocations to departments are decided by college deans. Any documentation on such decision-making - if made available to the budget council by college deans or councils - will be linked from the budget council page)

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Adjournment

The meeting was adjourned at 3:31 p.m.