



## Budget Council Meeting

April 25, 2012

Lee Campus Taeni Hall Room S-117

2:00 p.m. – 4:00 p.m.

*Minutes*

Attendees Present: Dr. Pat Land, Dr. Robert R. Jones, Suzanne Buntic, Dr. Russell Watjen, Ron Dente, Dr. Erin Harrel, Gina Doeble, Steven R. Nice, Tobias Discenza

Attendees Absent: Stephanie “Sam” McCartney King, Crystal Perez

Note Taker: Vicki Dryden

Start Time: 2:00 p.m.

### I. Review of Newly Approved Positions

Gina Doeble opened the meeting by stating that the goal for today’s meeting is to give thumbs up on the budget to go forward to the Board of Trustees in June saying that we only have one month to prepare the budget book and workshop for the Board of Trustees. She apologized for being out ill last week and thanked Toby for the good job he did of leading the group. She also thanked the Budget Council for their time learning the budget process, listening to the two day hearings and reviewing the budget requests. We hope to make improvements next year in this process.

Gina referred to the handout of the 56 and a half new positions added to the FY 2012-13 Budget. She reviewed the breakdown of the new positions by area and by campus. She mentioned that these positions are still pending review by Human Resources in regards to verification of title, qualifications, job description and that H.R. will work with the Budget Administrators pending Board of Trustees approval in June 2012 in preparing the required paperwork. She mentioned that the new positions already have a funding source stating that these are the positions that the Budget Council ranked, reviewed and recommended for approval.

Ron Dente indicated that Human Resources is aware of this as a priority and will be in touch as soon as possible. Dr. Watjen asked questions regarding positions that did not appear on the list. Gina explained that is because they are reclassifications and that this list only included the new positions.

Dr. Jones inquired about the Auxiliary Accounting Specialist that was tabled at the last meeting to see if this position could be funding from Auxiliary funds. Gina mentioned that the Auxiliary fund balance is low due to the fluctuation of the revenue stream from the Bookstore, Food Services, etc. She mentioned to be aware that Florida Statutes requires presidential compensation limits of \$200,000 from State funds. Therefore, we will have to fund more for the presidential compensation from the Auxiliary Services funds. She offered to use 50% of this position's salary from Auxiliary Services; however, there was no further discussion.

REQUEST: Dr. Harrel requested that the Budget Council receive a comprehensive final list showing all the requests, i.e., new positions, reclassifications and new initiatives to include dollars reflecting the specific funding sources prioritized as was recommended by the Council. Dr. Harrel also requested that the Budget Council receive the results of the Human Resources' pending review of reclassifications and/or reorganization prior to notification to the Budget Administrators stating that the reclassifications will impact the current staff and she would like to be notified first. Ron Dente assured Dr. Harrel that she will be informed and a part of the review process.

It was mentioned and understood that the reclassifications were built into the Fund 1 Draft Budget handout, but that it would be helpful for the Council members to have a total list when explaining to their staff. Toby Discenza agreed to send a comprehensive list to all the members of the Budget Council by the end of the week.

Toby reviewed the Fund 1 Draft Budget handout with the Budget Council that reflected the mandatory increases, new initiatives, funds taken from Lab Fees and those line items implemented from the proposed budget cuts.

## II. Review of FY 2012-13 Budget Cuts

Gina reviewed the proposed Budget Cuts and revenue associated with each proposed cut with the Budget Council. The list included monies from the reduction of adjuncts, 10% cut in the Operating Budget from lapsed funds, reduction of overtime budgets, reduction of SACS budget, removal of Peak Partner Budget and dollar savings as a result of reorganization.

### a. Peak Partners

Gina Doeble indicated that the Governor's letter sent to College Presidents asked us to look at essential programs/projects first.

Suzanne Buntic requested that the peak partner budget be reduced verses cut.

Dr. Jones mentioned that we need to add positions in Charlotte, Collier and Hendry/Glades. Gina Doeble mentioned that the peak partners is a few years old from back when we experienced huge fluctuations in enrollment that we never had before saying that we need to be fiscally prudent and make some budget cuts especially in light of a projected enrollment decrease of 5%. This can always be added back into the budget if needed. This is the plan for today based on summer enrollment. It is in the best interest of the College to trim in certain areas. Temporary help and overtime are flexible.

Discussion was held regarding the advertising and recruiting for the Student Services area prior to July 1<sup>st</sup> pending Board approval. By July you could use funds from lapsed positions for temporary help if needed.

b. Overtime

Gina Doeble reviewed the overtime budget reductions which consisted of a 50% decrease totaling \$50,000 per the handout (attached). The handout was broken down by campus and departments to be cut. Inquiries were made. Dr. Harrel requested to change Arts & Sciences to Instruction/Academic. Discussion was held.

III. Review and Approval of Operating Budget

Gina Doeble requested the approval of the Preliminary Fiscal Year 2013 Operating Budget – Fund 1 Draft Budget handout (attached).

MOTION: Ron Dente made a motion to approve the budget as presented to the Budget Council today.

SECOND: It was seconded by Dr. Land and unanimously accepted by the other members.

REQUEST: Dr. Land requested that Gina bring Stephanie “Sam” McCartney King, the Budget Council faculty representative, and Crystal Perez, the student representative, up to date on the findings of this Budget Council meeting; and Gina Doeble agreed to do that.

IV. Open Discussion/Questions

Gina Doeble mentioned that the Budget Council will meet again to finalize the budget process at the end of May as a follow up to this meeting. She also mentioned meeting in the fall to begin the process for next year.

Meeting Ended at 3:00 p.m.