

Draft-minutes will be approved at December meeting

Strategic Planning and Budget Studygtdodmmnrurub.u26()Tj EMC /P <</MCID 0 >>BD
November 9, 2016 The meeting convened at 3:30m, Dr. Molly Vaughn presiding and Blis
Adkison, secretary.

Members in attendance: Dr. Jeffrey Bibbee, Mr. Hugo Dante, Dr. Katie Kinney, Dr. Donna L.
Sandra Loew, Ms. Audrey Mitchell, Mr. David Shields, Dr. John Thornell; Dr. Ryan Zayac

Approval of Agenda and Minutes

Dr. Vaughn made a revision to the Agenda. Item “e” should reflect a resubmission, but with \$50,000 instead of \$105,000. Motion was made by Dr. Bibbee to approve the agenda with the noted edit for the November 9, 2016 meeting. Motion carried .

Motion was made by Dr. Zayac to approve the minutes with no revisions

B. Request submitted

Dr. Vaughn reported that requests are uploaded to Canvas as they are being submitted. Approximately twenty requests have been submitted thus far.

Old Business

A. Creation of Form for Faculty Line Proposals

Dr. Thornell reviewed the Faculty Line Proposals Form that was created by the Provost Office. There were no revisions or suggestions made to the form.

Dr. Thornell suggested the need to revise the time line for the Faculty Line Proposal Form. He suggested the form be submitted by the department chair to the dean by February 1 of each year instead of the December 1st deadline previously decided. The Dean would then submit the request to the SPBS committee by March 1 of each year. This would allow adequate time for review by the committee. Dr. Lefort made a motion to accept the new proposed timeline. Motion carried.

B. Creation of Form for Staff Line Proposals

Dr. Vaughn reviewed the creation of the Staff Line Proposal form. It was mentioned that Dr. Kim Greenway offered to help create the form. Dr. Vaughn will discuss the creation of

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A. Academic Affairs-Educational Technology Services (\$8000) -UNA's Membership to national Council for State Authorization Reciprocity Agreements (NC -SARA)
Dr. Thornell explained the federal requirements of online programs to be authorized within each state in which they are offered. The State Authorization Reciprocity Agreement was formed in order for states to recognize agreements that are created in different states. Membership for this council is \$8000 per year. This membership is mandatory for online programs are to continue being offered.

Motion was made by Dr. Loew for the Academic Affairs-ETS SARA membership (\$8000) to be placed on the prioritized list. Motion carried.

B. Academic Affairs- Education Technology Services (\$25,000) - Budget to establish a centralized fund for Qu. -3.6 r (t)-3.6y(o)-0.6 M(o)-3.8 ()JTJ -0.006re.5 (dse)0.8 -36re.(h)(o)m

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Dr. Thornell stated that the Faculty Research Committee submits request for funding for certain research projects. However, there is no budget for Faculty Research Committee to fund request. Instead of having the committee be liquidated, the proposal is for the Faculty Research Committee to have funding for the requests that are proposed.

Motion was made by Dr. Zayac for the Academic Affairs-Faculty Research budget of \$25,000 to be added to the prioritized list. Motion carried.

G. Academic Affairs-Library Services -\$41,701-Library Materials budget

Dr. Thornell stated that all subscription services and periodical service costs increase annual. The budget for these items have remained flat. In the past, these expenses have been considered fixed costs. However, in the past several years these costs have been submitted to the SPBS committee as non-fixed costs. Due to non-funding, these costs have now created a budget crisis in the library area.

Ms. Mitchell stated that this request should be considered a fixed costs and requested that this discussion be revisited in order to have this item moved to fixed .5 (c)-3.7 (o)-0.6 (0.6s 3.5 (7 (s)-3.8L))15