**Council of Chairs**

**February 16, 2021**

Present: Trisha Folds-Bennett, Amelia Harris, Tom Costa, Jacob Somervell, Bryan Hoyt, Andy Cox, Robin Woodard, Amy Clark, Nancy Haugen, Ben Mays, Robin Benke, John Cull, Scott Bevins

Also Present: Ron Floridia, Wally Smith

**FY21 Revised Budget Accounts:**

* Writing Grant - supports Appalachian Writing Project summer stipends and other needs not supported by the grants they receive.
* Academic Dean’s Office – Covers visas for degree seeking international students; Dean’s travel and incidentals
* Adjunct Faculty – budget was reduced, but we did overspend.
* General Faculty – incidentals
* Mathematics Lab – goes towards computer labs
* Department Budgets
* OTPS often covers incidentals, supplies, travel, and subscriptions
* History has a foundation account they will sometimes use if really needed
* Math & Computer Science – wages: they have a lot of student workers particularly those helping with research do not qualify for work study so they must be paid at a higher rate
* Software Engineering – OTPS covers certificates, licensure, and equipment
* Natural Sciences – OTPS – huge chunk is for service contracts for instrumentation, the other is for lab equipment, etc. \*\*Trisha will check to see what the staff money is covering
* Education -- OTPS annual accreditation fees; events (conference, Funtasia, etc.)
* Social Sciences – OTPS equipment, supplies, subscription fees, and supplement faculty or student conference travel
* Nursing – OTPS simulation lab, skills lab, faculty travel, accreditation
* Summer Session – wages paid to faculty for teaching in the summer
* Overload – a bit over budget has been spent
* Academic Enrichment – for students (enrichment trips)
* Wise Writes – current QEP for the College; covers salary, stipends; office expenses
* Student Advising Corps – stipends for member of the group
* Tutor Connection – most is grant funded, but we pick up what’s left for staffing, student wages
* Library – wage covers part-time and student workers; OTPS spent on memberships, materials, databases, subscriptions. Have also used grant monies to cover their needs.
* Instructional Improvement – closest to a discretionary account we have (has helped with instrument cleaning and other VPAR expenses, education dept. events, academic classroom support)
* Master Equipment Lease Program – approved through the state; enabled us to address network equipment
* Student Research Conference – Covers Research Day, Blitz, etc.
* Academic Affairs – wage covers Darlene Moore and Terry Winters
* QEP – freshman seminar; mostly stipends
* SACS Self Study – typically covers travel for SACS conferences, pays for reports

**Questions:**

* Recovery on VOIP? – just money being moved around since each department pays for theirs
* Summer revenue does come in and any extra goes straight into general operating funds.
* CTE funds helped carry us through.

**Updates:**

* State did not fund the unified budget amendment
  + For us, it is a $500,000 deficit we were not expecting on the E&G side
* Current budget numbers to not include:
  + They took out the bonus and added in 3-3.5% salary increases. This will become a permanent
  + part of our budget. The E&G side will only cover 50%; Auxiliary will have to be covered 100%.
  + Minimum wage is slated to go up in a few months and then again in January.
* Projections on enrollments are flat at this time.
* We have asked for an increase in tuition which will help with the increases and minimum wage changes, but won’t cover all of it.
* Governor Northam added more to the budget since sales taxes were higher in December than anticipated.
* We need to plan for a reduction for next year.

**Budget Requests FY22**

* Restoration of Suzanne Adams-Ramsey’s position in VPAR
* Restoration of line vacated by Scott Cohen to hire Chair of Business & Econ Dept. We are working with UVA on identifying a retired faculty member from McIntire to serve as interim for a year.
* Restoration of Ira Weissberger’s position in SWE. We are in process of a search for this.
* Restructuring in Academic Affairs. $5,000 of the $45,000 is to appoint a Director of Grad Studies, and the $5,000 in OTPS is to support the development of our first grad program.
* Annual budgets for Wise Connects ($12,000), Year in Wise ($25,000); Undergraduate Research Director ($4,000); Center for Innovation and Educational Excellence ($20,000); 3Cavaliers ($20,000)
* New fee associated with SACS 5-year review, which takes place for us in fall 2021
* ABET accreditation for Computer Science ($10,000)
* VPAR support – some may be able to come from Foundation accounts; cover half in budget
* Education – many items need to be added to the budget
* Restoration of Pam McKnight’s position to hire full-time asst to Provost
* New position – Lab support specialist for Natural Sciences
* Budget additions to adjunct budgets, overload budgets, ROTC, Nursing
* Restore Summer Bridge
* Restore budgets cut to Software Engineering
* Restoration of Daniel Ray’s line to Computer Science
* Restoration of Suzanna Masters position
* Requesting additional funds to Honors Program and Academic Enrichments
* Theater equipment is in jeopardy of failing all at once. Natural Science may have similar concerns as well.

Must always consider emergencies and discretionary funds.