

2007-2008
ANNUAL REPORT
OF THE
PROGRAM AND BUDGET COUNCIL

Presented at the
677th Regular Meeting of the Faculty Senate
October 30, 2008

COUNCIL MEMBERSHIP

W. Richards Adrion (Chair)	Sheila Mammen
Michael Ash	Gail Matthews
D. Anthony Butterfield	Ernest May
Stephen Clingman	John McCarthy
Robert Faulkner	David Murphy
Joseph Goldstein	Susan Pearson
Joyce Hatch	Susan Porter
Julie Hayes	Jay Schafer
Ellen Knuerr	Mila Getmansky Sherman
Lisa Liebowitz	Richard Simpson
Michael Malone	Norman Sims
	Toivo Tammerk

UNIVERSITY OF MASSACHUSETTS AMHERST
PROGRAM AND BUDGET COUNCIL
ANNUAL REPORT AY07-08

1. Organization

A. Chair: W. Richards Adrion (Computer Science) - Elected September 12, 2007

B Members: Richard Simpson (Acct. & Info. Systems), Mila Getmansky Sherman (Finance & Op. Mgmt.), Susan Porter (Acct. & Info. Systems), Robert Faulkner (Sociology), Michael Ash (Economics, MSP Rep), Sheila Mammen (Resource Economics), John McCarthy (Linguistics), Stephen Clingman (English), Julie Hayes (Lang., Lit., & Cult.), Joseph Goldstein (Mech. & Indus. Engr.), Norman Sims, (Journalism), Jay Schafer (Research Council designee), Susan Pearson (Provost designee), Gail Matthews (V.C./Student Affairs/Campus Life designee), Joyce Hatch (V.C./Administration & Finance), Toivo Tammerk (V.C./University Advancement), David Murphy (Campus Budget Officer), Ellen Knuerr (Budget Office), Lisa Liebowitz (V.P./Research designee, replacing Josh Kroner mid year) Michael Malone (Dean's Council), D. Anthony Butterfield (Dean's Council), Ernest May (Secretary/Faculty Senate), Hasan Tekguc (Graduate Student)

C. Subcommittee Chairs: Budget Subcommittee - Richard Simpson (Acct. & Info. Systems) and Mila Getmansky Sherman (Finance & Op. Mgmt.); Program - W. Richards Adrion (Computer Science)

2. Full Council Meeting Topics/Visitors

Each meeting included reports from the subcommittees and the administrative officers and/or representatives. The following were special topics and/or presentations by invited visitors:

A. SEPTEMBER 12, 2007

- In regular business, the Council unanimously approved Rick Adrion as the Chair of the Program and Budget Committee for AY07-08. Dick Simpson and Mila Getmansky Sherman will co-chair the Budget Subcommittee and a candidate is still being sought to chair the Program Subcommittee.
- The Council discussed the structure of the campus facilities construction and maintenance function. Joyce Hatch, Vice Chancellor for Administration and Finance gave a presentation on the various sources of funding available for capital purposes and how the management of individual projects change depending on their source of funding. For example, the campus has more control over projects funded with direct campus allocations than it does with projects financed by UMBA debt. She also outlined the guiding objectives the campus is adhering to in deciding how to spend future capital dollars. These priorities include rebalancing instructional space, increasing quality research space, and renewing the campus. Finally, Joyce explained the role and composition of the Capital Asset Board.
- The Council deferred a discussion of PBC projects for AY 2007-2008 to the October meeting.

B. OCTOBER 10, 2007

- In regular business, the Council did not identify a Program Subcommittee chair since “business” was expected to be light. Adrion agreed to convene meetings when needed.
- The Council then considered topics that it would like to pursue in the upcoming year. Among the items discussed were the following:
 - Review of the CPE revenue sharing model and consideration of changing the model perhaps to something closer to what the Slakey Committee proposed. The Council agreed to pursue this as a high priority. Dick Simpson reported on the Budget Subcommittee discussion of this issue. Susan Pearson presented draft first-year results of the new revenue sharing program and once these figures are finalized, she will report on the final figures. Then Dick thought it might be a good idea to bring in some of the schools and colleges that most heavily use CPE to gauge their reaction to the new revenue sharing program.
 - Examine how planned future changes in the academic calendar might affect the CPE revenue stream since they may not be able to continue offering a January semester and a “Maymester” is also not a possibility. This was referred to the Budget Subcommittee.
 - Review of the President’s Office budget which is estimated at \$38 million. Rick Adrion plans to contact Stephen Lenhardt to see if he would be willing to meet with the Council to explain the budget in detail (see December).
 - Instructional Technology. The Council agreed to invite Richard Rogers from the Provost’s Office in to discuss the progress in wiring classrooms for internet access and creating a student tracking system to enable students and their advisors to have better information on what courses they need to take to fulfill their degree requirements (see November).
 - The Council considered looking into the feasibility of upgrading the football program but decided not to undertake this task.
- David Murphy presented an overview of Governor Patrick’s Higher Education Bond Bill and the Campus Operating Budget.

C. NOVEMBER 14, 2007

- Due to conflicts and weather, the meeting was lightly attended.
- Richard Rogers of the Provost’s Office came to discuss the progress in wiring the classrooms for the latest technology and also present the progress made in setting up a student tracking system to give students and their advisors better information about what courses they need to graduate. Rogers reported that the Provost has agreed to add \$100,000/year to the \$100,000/year fund provided for in the MSP contract for computers for faculty members and librarians. Richard and Susan Pearson will meet with the MSP shortly to discuss how this program will work. Richard is trying to find space to set up a testing center. He would like a space to hold about 500 machines. He needs a minimum of 50 seats to start up. The Council thanked Richard Rogers for his most informative and interesting presentation.
- The Council discussed preparation for the meeting with V.P. Stephen Lenhardt of the President’s Office. Topics included: UMASS Online revenue; the Donahue Institute; details of President’s Office expenditures; the organization chart of the President’s Office; need for financial statements for the past 5 years to understand the financial operations; and better understanding of where the money goes and what benefit the campus receives.

D. DECEMBER 7, 2007 (Joint meeting with Program Subcommittee, Rules Committee)

- **The Council met with Stephen Lenhardt, V.P./Management and Fiscal Affairs and Treasurer (System perspective on budget). The Council had asked for, but did not receive, an organization chart for the President's Office, including related organizations (UMass Foundation, UMassOnLine, etc.), 5-year financial reports for the System Office including revenue sources ("tax" on campuses, development, licensing, UMOL, etc.), and details on allocation of services from central office to campus (UITS, legal, etc.) and other campuses. Note: John Dubach, Chief Information Office and Special Assistant to the Chancellor, did supply a spreadsheet with details on the portion of the central allocation that went to IT services.**
- **Among the items covered were:**
 - **Overview of the System and 5 campuses budget process and prospects for the next few years -- capital and operating budgets, initiatives (e.g., Stem Cell). V.P. Lenhardt opined that the System would be lucky to receive an increase that covered the contract raises and that with declining revenues and increasing expenses (particularly healthcare), the future did not promise significant increases.**
 - **The Council discussed why he did not supply the organization chart, 5-year financial reports, and allocation of services from central office to campuses. V.P. Lenhardt indicated that he would try to provide some of these data.**
- **The Council will follow up on this as a priority.**

E. FEBRUARY 13, 2008

- **As part of the administrative officials' reports, David Murphy made a presentation on the Governor's FY09 budget proposal (smaller than in past years, but better than expected) and discussed the campus' tuition and mandatory fee increase proposal for FY09. The campus is requesting a 3.1% increase in undergraduate in-state tuition and mandatory fees, a 6% increase in undergraduate out-of-state tuition and mandatory fees, and an 8.5% increase in room and board. Concerns were expressed on several issues: affordability, increasing dependence on (out-of- state) fees to cover faculty/staff salaries, and the impact on grant budgets.**
- **Continuing and Professional Education new revenue sharing model was discussed. Some members of the Council expressed dissatisfaction about the decision-making process that led to this revised process. Others on the Council felt that the new revenue sharing agreement discouraged new program development and suggested encouraging the administration to adopt the Slakey Committee model. The Council agreed to discuss this topic with Chancellor Thomas Cole when he joined them at the next meeting on March 12, 2008**

F. MARCH 12, 2008

- **In regular business, the Council approved the Council Bylaws as they are currently written and that Norm Sims would be the Council representative to the Ad Hoc Committee on Certificates.**
- **The Council discuss the following issues with Chancellor Thomas Cole:**
 - **FY09 budget process and the prospects for expanded funding of**
 - **Amherst 250**
 - **Availability of state funds to continue to cover salary expenses.**
 - **Campus Strategic Plan**

- President's Office assessment
- Challenges as demographics shrink the potential admissions pool.
- As a result of these discussions, the Council remained steadfast in its support of the 250 Plan and its intention to better understand the central assessment.

G. APRIL 9, 2008

- The Budget Subcommittee reported on their recent meeting with Sharon Fross, Vice Provost for Outreach, to discuss the revenue sharing model in Continuing and Professional Education. The Council agreed to continue to follow the progress and performance of the new model.
- The Program Subcommittee reported on current program reviews that have not yet been finalized. This includes adding a WHNP track to the DNP Nursing Program; a joint M.S./J.D. in Labor Studies and Law; and a Social Justice Education Graduate Certificate in Teaching for Diversity.
- David Murphy gave an update on the legislative process for the FY09 budget.
- Toivo Tammerck, Vice Chancellor for Advancement, provided an update on the capital campaign and fundraising projections for this current fiscal year.

H. May 14, 2008

- The Council discussed some of the topics they planned to take up in the next academic year. Included among these ideas was to invite the new Chancellor to a meeting with the Council.
- The Budget Subcommittee reported on their plans for the upcoming year that include a review of utility costs on campus, the financial indicators which are submitted to the Board of Trustees, and the Continuing and Professional Education revenue sharing formula.
- The Program Subcommittee will be looking next year to wrap up ongoing reviews of adding the WHNP track to the DNP program in Nursing, the W.E.B. Du Bois Center, the Joint M.S./J.D. in Labor Studies and Law and a Social Justice Education (SJE) Graduate Certificate in Teaching for Diversity.
- David Murphy presented an overview of the FY09 budget recommendations from the Senate Ways and Means Committee that had been released earlier in the day.

3. Budget Subcommittee Topics, Studies, Reviews

- A. Continuing and Professional Education new revenue sharing model
- B. Governor's budget for FY09
- C. Proposed student fees for FY09
 - For each, see the reports to the full Council excerpted above and included in the Council minutes.

4. Program Subcommittee Reviews

- A. New Concentration in Green Building within the M.S. in Forest Resources
(approved 2/13/08)
- B. Program Revision, RN to BS Online Program
(approved 2/13/08)
- C. Graduate Certificate in Film Studies
(approved 2/13/08)

- D. Graduate Certificate in African Diaspora Studies**
(approved 2/13/08)
- E. Wildlife and Fisheries Graduate Program: Conservation Biology & Planning**
(approved 2/13/08)
- F. Revision of Requirements for the Existing Undergraduate Management Major**
(approved 2/13/08)
- G. Graduate Certificate in Public History**
(approved 3/12/08)
- H. Adding the WHNP track to the DNP program**
(deferred to AY08-09)
- I. W.E.B. Du Bois Center**
(deferred to AY08-09)
- J. Joint M.S./J.D. in Labor Studies and Law**
(deferred to AY08-09)
- K. Social Justice Education (SJE) Graduate Certificate in Teaching for Diversity**
(deferred to AY08-09)

5. Minutes

Posted at http://www.umass.edu/senate/councils/minutes/Prog_and_Budget_Council/P_and_B_minutes.htm

Submitted September 16, 2008

W. Richards Adrion, Chair