

Planning Sub-Committees of BPC
Meeting Agenda for Wednesday, August 27, 2014
Room 610 Haaren, 4:00 -5 :30 pm

1. Approval of Minutes for August 13, 2014. Minutes are attached along with related documents.
2. Discussion of Proposals for Investment of Online Revenue. This is a continuation of our original discussion of June 17 when we deferred action pending consultation with Anne Lopes. We have reviewed a proposal from Ned Benton, and Anne Lopes will present another proposal (attached) at this meeting. Henry Chan, who works on strategic initiatives in Graduate Studies, will also attend. We will be looking for a formal recommendation from the sub-committees to BPC.
3. Recommendations for the FY2015 Financial Plan. This is a continuation of earlier discussions. It will be important to develop a recommendation to BPC. Pat Ketterer will provide an update.

**Joint Meeting: SPS – FPS
Minutes
August 27, 2014**

Present: Jane Bowers, James Llana (*SPS Chair*), Robert Pignatello (*FPS Chair*), Ricardo Anzaldua, Ned Benton, Sandrine Dikambi, Jonathan Jacobs, Karen Kaplowitz, Patricia Ketterer, Tom Kucharski, Anthony Marcus, Virginia Moreno, Robert Troy, Fritz Umbach, Mariani Mewengkang (*Recorder*)

1. **Approval of Minutes from August 13, 2014.** Minutes were approved as proposed.

2. **Recommendations for FY 2015.** John Jay continues to work on the Financial Plan for FY2015. Some of the assumptions made previously may be soft, so we will need to look for more funds. The biggest factor is enrollment. CUNYFirst has adversely affected enrollment. Summer enrollment has gone down, so we should look at ways to increase both summer and winter enrollment. The budget will also be affected because John Jay will probably have to absorb significant costs of any new PSC contract.
Jane suggested that the committee agree to have no expenditures outside of the Budget Plan. Ned also added that we need a baseline for our plan. Any variation of this baseline must be a decision made by the committee.
Karen then presented the group with a recommendation from the Faculty Senate and Council of Chairs regarding workload mitigation. She asked the committee to endorse the recommendation. The motion was seconded, and brought to the table for discussion. Though the recommendation received a unanimous vote from the Faculty Senate and Council of Chairs, there was some hesitancy to endorse this item in the meeting.
A vote was taken and the motion to endorse passed with a vote of:
Y – 6, N - 0, A - 3
Jane then motioned to add a recommendation to the proposal regarding Online Initiatives. Jane’s motion was seconded. This recommendation asks that the College reinvest 5% of the gross revenue from the three online programs back into the programs. The 5% reinvestment would be in addition to the funds the College already invests in John Jay Online.
A vote was taken and the motion passed with a vote of:
Y – 7, N - 2, A - 0
Jane made another motion to add to the recommendations. She requested that the College fund up to 14 faculty replacement lines once the College has reached its savings goal. The motion was seconded.
The motion passed with a vote of:
Y – 8, N - 0, A - 1
A motion was then made to vote on the Budget Plan proposed by the Office of Budget and Finance. The motion was seconded and a vote was taken.
The motion passed with a vote of:
Y – 8, N - 0, A - 1

The Budget Plan and the three additional recommendations will be brought to the BPC for discussion and a vote.

Strategic Initiatives Model	Example	Normalized
Distribution of Net		
Program Reinvestment	10%	57
John Jay Online Reinvestment	35%	200
Graduate/Professional Studies Reinvestment	5%	29
College	50%	286
Total	100%	572

Benton Model	Example	Normalized
Distribution of Net		
Program Reinvestment	10%	288
Operating Expenses (FT Inst., JJO Exp)	93%	2681
College	-3%	-91
Total	100%	2878

Distribution Line Items Breakdown	Example	Normalized
Full Time Faculty - Leadership~	40	11
Full Time Faculty Instruction	798	214
+ Adjunct Faculty Instruction	362	97
+ Program Support Staff Expense	75	20
+ JJO Operating Expenses	1883	505
Total Operating Expense	3158	847

Distribution Line Items Breakdown	Example	Normalized
Full Time Faculty - Leadership#	120	32
* + Adjunct Faculty Instruction	362	97
+Program Support Staff Expense^	300	80
* + Other Expenses	70	19
Total Operating Expense	852	228

Tuition Revenue	3730	1000
- Total Operating Expense	3158	847
Income/Loss	572	153

Tuition Revenue	3730	1000
- Total Operating Expense	852	228
Income/Loss	2878	772

Full Time Faculty - Leadership	40	11
Full Time Faculty Instruction Expense	798	214
+ Adjunct Faculty Instruction Expense	362	97
+ Program Support Staff Expense	75	20
+ 10% Income	57	15
Program's Operation	1332	357

Full Time Faculty - Leadership	120	32
+ Adjunct Faculty Instruction Expense	362	97
+ Program Support Staff Expense	300	80
+ Other Expenses	70	19
+ 100% Online Infrastructure Fee	100	27
+ 50% Technology Fee	42	11
+ 10% Income	288	77
Program's Operation	1282	344

John Jay Online Operating Expense	1883	505
+ 35% Income	200	54
+ Online Infrastructure Fee	100	27
John Jay Online's Operation	2183	585

John Jay Online Operating Expense	1883	505
John Jay Online's Operation	1883	505

5% Income	29	8
Graduate/Professional Studies' Operation	29	8

Graduate/Professional Studies' Operation	0	0
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50% Income	286	77
College	286	77

90% Income	2590	694
- Full Time Faculty Instruction Expense	798	214
- John Jay Online Operating Expense	1883	505
College	-91	-24

Program Support Staff = 1 Average Course Release per 100 Students

Applicable: (Security Management, Terrorism Studies)

Program Support Staff = 1 Average Course Release per 100 Students

Applicable: (OMPAIG, Security Management, Terrorism Studies)

Example numbers are based on Phase IV.

~ Adjunct Replacement Costs for 2 Course Releases

* Listed, but not in actual calculation

^ \$50,000 for Master's, \$25,000 for Certificates

\$20,000 for Master's, \$10,000 for Certificates