

**Joint Meeting: SPS – FPS
Minutes
July 25, 2013**

Present: James Llana (*SPS Chair*), Robert Pignatello (*FPS Chair*), Ricardo Anzaldúa, Ned Benton, Jane Bowers, Kinya Chandler, Maryann DiMaggio, Janice Dunham, Karen Kaplowitz, Thomas Kucharski, Virginia Moreno, Carina Quintian, Richard Saulnier, Mariani Mewengkang (*Recorder*), Alison Blachut

Jim opened with a note about the budget recommendations: they can be expressed as priorities, principles, cuts or in other way, but whatever the form, they should be strategic and coherent. The plan is to take the recommendations developed today to the BPC meeting on July 31, where they will be discussed and voted on. Whatever the BPC does will constitute the recommendation to the President. He reminded all that it is important for the planning sub-committees to work in the context of our budget/planning guidelines set forth in the Middle States Self-Study. The Middle States Commission report essentially approved our approach to budget and planning but at the same time requested a progress report (due April 2015) to document continued adherence to our stated process and plans.

1. **Approval of Minutes from June 27, 2013.** Minutes were approved as proposed.
2. **Minutes format of SPS/FPS Meeting.** The committee informally agreed that when particular names or other personal information come up in conversations around the budget that those details not be recorded in the minutes.
3. **Budget Update.** A revised list of recommendations was presented at the latest Budget ESM meeting; however, the President has not signed off on anything. A due date has not been set for the Financial Plan, but it should be done before the semester starts. Since the last meeting we've gotten a better FY2013 year-end surplus projection: \$1.2 million. Though we will be able to carry that into the new year we will still need to anticipate a \$2 million deficit. This deficit is based on the assumption that we will hit our FTE numbers, and that we will not fill our vacant positions. We need to find ways to balance the budget while still making small investments.
Ned said that he was having some difficulty understanding the numbers. He also said that our plans should describe what we will fund rather than what we will not be funding.
Rob said that we need to have a deficit reduction plan. The 10% reduction in OTPS is not built into the plan but is proposed to offset the deficit. We will have an estimated \$600,000 in surplus to use towards new investments.
Tom asked if the Phased-Out Retirement plan had any effect on our budget. Jane said no one has signed up for it this year.
It was then said that we can't keep spending money we do not have. There is a gap between our expenses and the revenue we produce. Ned agreed and said that there is a salary annualization problem. We do not have a position control system in place.
Rob responded to this statement by noting that there were expectations for revenue based on enrollment and vacancies. Kim said that it isn't about vacancy control. We have too many vacancies, but we are not doing anything to change. We need to change the culture of how we do things because we are not addressing why we are still in a deficit. We are not planning for the out-year revenue to fund people we are employing. Tom said that we also have to look at our general enrollment plan. There are costs that go along with a higher enrollment number. We need to have specific targets of students

who bring in different revenue. We really need to think about redefining our enrollment targets and a different population of students.

4. **CUNY 2020.** Jane led this discussion and told the committee that John Jay has been invited to submit a proposal for state funding to create new space for workforce and economic development. John Jay is partnering with the School of Professional Studies to work on this project, which will revolve around our research centers. If successful, we will be getting money from the state to redevelop Westport space for the centers and for training.

5. **Recommendations for Financial Plan.** Ned distributed a document to the committee which highlights the proposals from the faculty members on the subcommittee. (attached)

Ned said that we need to find areas where we can generate revenue quickly. He also suggested using a faculty member to do our internal marketing (for summer/winter enrollment development) rather than hiring a full-time, high-paying position, and he urged restraint especially with regard to the proposed expenditures for online programs. Rob then told the committee that John Jay has received \$800,000 in capital money; \$500,000 will go to the library.

Kim said that we can't say we aren't going to make the investments for our online initiatives. Are we going to focus our efforts and do something well, or scale back and do little parts of things. It is up to us to create a balanced budget. We need to focus on the strategic planning aspect.

Janice said that there seem to be two paradigms for our online programs. Jane responded that our plans get smaller and slower because of our money issues.

Karen said that we should not spend on investments where we will not see any return. Richard turned to another proposal, namely CUNYFirst. The obligatory costs are significant across the College and the implementation project will have a huge impact on enrollment going forward. The implementation of CUNY First affects summer enrollment too. The other colleges have seen a lag of 1500 – 2000 students after CUNY First. Enrollment Management is also losing 4 to 5 staff members a week because they are attending classroom sessions for CUNY First. He is proposing having some money for overtime and College Assistants for CUNY First training.

Ned asked for an administrative list of spending priorities. Kim said that there shouldn't be a faculty proposal vs. an administrative proposal. It should be just one college proposal that goes to the BPC. Rob agreed and said that we should not have two competing interests. He also said that he does not want to go into the BPC with a list of recommendations without asking the BPC committee members for their input. It was suggested that we should have a second BPC meeting. The first one should be used to engage them and ask for their proposals. We can use the second meeting to actually vote on the items, and have the President decide if he will make those recommendations.

The committee will keep having consultation via email, but in the meantime a second BPC meeting will be planned. Intended to enlarge the conversation around the budget, the currently scheduled BPC meeting on July 31 will be devoted to discussion of, and consultation on, the various ideas for shaping the financial plan.