

**Joint Meeting: SPS – FPS  
Minutes  
May 13, 2013**

**Present:** James Llana (*SPS Chair*), Robert Pignatello (*FPS Chair*), Zeeshan Ali, Ricardo Anzaldúa, Ned Benton, Jane Bowers, Kinya Chandler, Janice Dunham, Jay Hamilton, Karen Kaplowitz, Patricia Ketterer, Tom Kucharski, Virginia Moreno, Carina Quintian, Richard Saulnier, Mariani Mewengkang (*Recorder*)

**Guest:** Stephanie Autenrieth, Lynette Cook-Francis

---

1. **Approval of Minutes from May 1, 2013.** Minutes were approved as proposed.
  
2. **Report on Budget.** Rob began by telling the committee that the financial situation at the college has worsened. We need to prepare for some serious challenges over the next year as we have reached a \$4 million deficit for next year if actions are not taken. The realities of our enrollment numbers, as well as expenditures contributed to our deficit. The Executive Team has been asked to lag 36 hires until July 1 as a means of saving some money. Thirty-four other positions will be held for further review. If these positions remain unfilled the college has the potential to save \$1.9 million. If we are able to save this money it would have an impact on our compact budget since most of the compact money will be used to help balance our budget. Though we are not able to hire at the moment, searches are being authorized. Along with lagged searches, John Jay will not hire substitute faculty this year. Rob also mentioned that we need to look at our discretionary spending. The SPG Program will also be reviewed to determine whether or not there are things we can cut back on. We will also look at the tech fee to see if we can free up some of that money. The committee still needs to hear the vacancy list, and requests from the executive offices. Perhaps if we have strong enrollment numbers we may be able to revisit some things, but currently it looks as if it will be an austere year.  
Ned asked how we reached a \$4 million deficit when a few meetings ago the number was not much lower. Pat responded and said that the inability to reach targets is what is causing such a big deficit. Tom asked about the disparity between the money used for administrative staff and faculty. In 2012, \$25 million was used for the administrative staff; this year the number jumped to \$32 million, but Faculty spending only went up by \$3 million. Rob answered Tom and told him that with the expansion of the new building additional staff needed to be hired. Tom also raised concern that the number of adjuncts keeps increasing. Rob said that hiring more adjuncts is not the direction John Jay wants to go, but because of our current budget issues we may have to.  
Jane asked if the Phased Retirement program will have an impact on the budget, but Pat told Jane that we do not have that information yet.
  
3. **Report from Enrollment Management on Spending Proposals.** Stephanie Autenrieth did a PowerPoint report for the committee. The Office of Enrollment Management is requesting \$303,520 for recruitment initiatives for the 2013 – 2014 year. This money will be used for everything including travel for recruitment purposes, advertising and marketing, and market research.  
Richard told the committee that John Jay needs to make a choice between moving forward or remaining at the status quo. It is important that John Jay invests this money because these initiatives are necessary for John Jay's future.  
Rob agreed and said that John Jay can't afford not to make these investments, but at the same time we can't afford to make the investment.  
Also there is no way for us to determine what the return of these investments would be. This information has not been tracked in the past so it is difficult to determine what the results will look like.

Another meeting will need to be scheduled as we have not finished discussing the budget requests. VP Cook –Francis and VP Saulnier will discuss their requests at the next meeting.