

# **Administrative Budget Committee Minutes**

January 26, 2012

9:00 am

Carrington 203

## **Present**

### Committee:

Steve Foucart, Interim Chief Financial Officer (CFO)

Chris Herr, Associate Professor - Theatre and Dance / Chair Elect – Faculty Senate

Thomas Lane, Assistant Vice President for Student Life / Director of Plaster Student Union

Ken McClure, Vice President for Administrative and Information Services, Chair

Joye Norris, Associate Provost for Access and Outreach

Matthew Stublefield, Lab Support Administrator / Secretary – Staff Senate

### Staff:

Debbie Donnellan, Executive Assistant – Administrative and Information Services

Kim Hardie, Administrative Assistant – Administrative and Information Services

Rachel McGinnis, Budget and Contracts Officer – Jordan Valley Innovation Center

Tina McManus, Director of Accounting and Budgeting – Financial Services

Gary Snavelly – Administrative and Information Services

### Guests:

Bill Cheek, Emeritus Professor – Geography, Geology and Planning

Tabitha Haynes, Assistant Director – Disability Resource Center

Lyn McKenzie, Assistant Director – Human Resources

## **Update on state budget reduction**

The Executive Budget Committee will meet this afternoon to develop a plan for the required budget reductions. Additional costs must also be considered, which will produce a total adjustment of approximately \$15 million.

## **Personnel Reallocation Task Force Report**

Ken welcomed Bill Cheek and members of the Personnel Reallocation Task Force (PRTF) to the meeting. The members represent a cross-section of the campus community in responsibilities and expertise. The main charge of the PRTF was to conduct a study to determine the sufficiency of current staffing levels at Missouri State University.

The final recommendations are meant to be useful as a springboard in guiding future decisions and will be most useful in the long-term. No immediate staff savings opportunities were discovered and no concentration of excess staff was detected.

Bill cautioned the committee about comparing faculty/staff reports from varying resources because classifications can be reported using different approaches.

### **Next Meeting**

The next meeting is scheduled for Thursday, February 2, 2012, from 9:00 a.m. to 10:00 a.m., in Carrington 203.