PUBLIC NOTICE AND AGENDA

Faculty Senate-University Council Resources, Space and Budget Committee
Friday, November 2, 2018, 10 a.m.
Altgeld Hall 125
Northern Illinois University
DeKalb, Illinois

I. CALL TO ORDER

II. VERIFICATION OF QUORUM

III. ADOPTION OF THE AGENDA

IV. APPROVAL OF THE OCTOBER 5, 2018 MEETING MINUTES – Pages 2-5

V. PUBLIC COMMENT

VI. NEW BUSINESS

A. Responses to questions from faculty and staff – Page 6
   President Lisa Freeman
   Acting Provost Chris McCord
   Chief Financial Officer Sarah McGill

B. Items for December 7 RSB meeting
   1. Budgeting process preparation
   2. Additional or follow-up questions to VI.A.

VII. UNFINISHED BUSINESS

A. Campus Security and Environmental Quality Committee update –
   Michael Haji-Sheikh

B. University Fee Review Committee update – Jay Monteiro

VIII. ADJOURNMENT

Future RSB meeting dates: Dec 7, Jan 11, Feb 1, Mar 1, Apr 5.

President Lisa Freeman is tentatively scheduled to meet with the RSB on
Dec 7, Feb 1, Apr 5.
MINUTES

Faculty Senate-University Council Resources, Space and Budget Committee
Friday, October 5, 2018, 10 a.m.
Altgeld Hall 125
Northern Illinois University
DeKalb, Illinois

VOTING MEMBERS PRESENT: Beamer (for Grund), Boughton, Cabrera (for Nicholson), Doederlein, Duffin, Haji-Sheikh, Johnson, Nelson, Pietrowski, Riley, Skelley (for Monteiro), Slotsve, Tahernezhadi (for Peterson), Thu, Wilson

VOTING MEMBERS ABSENT: Grund, Martin, Millhorn, Monteiro, Nicholson, Njue, Peterson

OTHERS PRESENT: McGill

OTHERS ABSENT: McCord

I. CALL TO ORDER

RSB Committee Chair J. Wilson called the meeting to order at 10 a.m.

II. VERIFICATION OF QUORUM

A quorum was established.

III. ADOPTION OF THE AGENDA

G. Slotsve moved to adopt the agenda, seconded by D. Boughton. Motion passed.

IV. APPROVAL OF THE SEPTEMBER 7, 2018 MEETING MINUTES – Pages 2-4

C. Doederlein moved to approve the minutes, seconded by G. Slotsve. Motion passed.

V. PUBLIC COMMENT

There was no public comment.

VI. NEW BUSINESS

A. Orientation – NIU Resource Overview

Sarah McGill, VP for Administration & Finance and Chief Financial Officer
S. McGill noted that she and Acting Provost McCord hope to expand the orientation beyond just the subject of budget. Today’s presentation will focus on the traditional budget piece, but also begin to explore the facilities piece. Part Two will focus on NIU’s human resources and will be led by Acting Provost McCord at a later date. S. McGill presented the orientation using the slides linked above.

During the presentation, several observations/questions were noted:

- While RSB does not have a regular representative to the Executive Budget Committee, shared governance members, including an RSB representative, participated in the budget planning retreat held last year.
- It is a goal of the administration to begin multi-year budgeting in FY21.
- The budget control process, in which every transaction is reviewed by a budget committee, has been eliminated for purchases under $25,000. Those purchases are now approved at the unit level. Every college has enacted its own structure for this process.
- FY19 Budget – Expense Categories – While the chart shows that eight percent goes to capital repair, debt service and other, S. McGill noted that most of this portion ($28 million) goes toward debt service.
- Less than one percent of the budget goes to plant maintenance.
- Positive opportunities for philanthropic revenue generation are being explored with the NIU Foundation.
- Questions were raised regarding cash-on-hand, sometimes called reserves, and whether that amount includes 41 funds.
- NIU should have a Plant Replacement Value (PRV) of about two percent, but that goal is unmet. AVP for Facilities and Management John Heckmann and State Legislative Liaison Jenna Mitchell met with legislators last week to communicate the severity of structural failures on campus.
- NIU has been unable to address the topic of new facilities, which students expect to see when comparing institutions.
- Major projects to celebrate include: Stevens Building renovation, HSC renovation, Neptune Hall repairs/improvements, boiler replacement.
- Capital Budget Process – What is the process, not only for budget management, but how do projects get on the list? Who manages the list? How do we prioritize?
- A Space Needs Survey will roll out to all divisions and colleges soon.
- Is NIU’s financial data publicly posted? S. McGill replied that it is included in NIU’s financial statements and in BOT materials.
B. Develop a list of questions or topics to be addressed by Acting President Lisa Freeman when she meets with the RSB on November 2.

J. Wilson encouraged members to submit their questions as soon as possible.

K. Thu submitted the following questions:

- Decentralizing budgeting and hiring process to the extent possible. Allow colleges and departments to be responsible.

- Flexibility in the use of 02 funds (this came from two unit heads). Support student events, including food for recruitment and retention.

- Any adjustment that occurs outside the college, e.g. promotional increments, base salary changes, retention adjustments, should be funded simultaneously, not after the fact. This creates budget failure and inefficiencies based on, among other things, the need to make multiple contacts and fix things down the road.

- Separate cost center for base funded positions from operating budget activity. Personnel should be completely separated from 02 budgets.

- One person asked to get their take on Program Prioritization.

J. Wilson submitted the following question:

- Not all collected lab fees are returned to the departments. There seems to be a backlog of several years. S. McGill noted that she has a budget analyst researching this issue.

VII. UNFINISHED BUSINESS

A. Campus Security and Environmental Quality Committee update – Michael Haji-Sheikh

The committee has not yet met this year.

B. University Fee Review Committee update – Jay Monteiro

1. Note update in RSB liaison to UFR Committee from Rich Grund to Jay Monteiro

J. Wilson noted that J. Monteiro will be the RSB representative to the UFR Committee going forward.
2. Update – Jay Monteiro

**N. Skelley** reported that the UFR Committee held its charge meeting on Friday, Sept. 27. The charge to the committee was given by VP for Administration and Finance Sarah McGill and Acting Provost Chris McCord. Associate VP of Student Affairs Kelly Wesener Michael presided at the meeting and provided expectations. Definitions of the types of fees were presented, as well as the process of how fee presentations and deliberations would occur. Information about mapping of student fees and current fee structure information was provided for historical reference. The next meeting is today, Friday, Oct. 5.

**M. Haji-Sheikh** raised the following questions for the UFR Committee:

- In light of the significant windfall of reduced tuition for out-of-state athletes, will NIU be able to reallocate some of the athletics fees to other groups?
- How many athletes are taking advantage of the new out-of-state tuition (i.e., scholarships)?
- What was the amount of total tuition reduction over previous years?
- What is the total athletic budget over the last five years?

**S. McGill** noted that the UFR Committee has been asked to hold the total fee flat.

VIII. ADJOURNMENT

**G. Slotsve** moved to adjourn, seconded by **M. Haji-Sheikh**. Motion passed.

Meeting adjourned 11:10 a.m.

**Future RSB meeting dates:** Nov 2, Dec 7, Jan 11, Feb 1, Mar 1, Apr 5.

President Lisa Freeman is tentatively scheduled to meet with the RSB on Nov 2, Dec 7, Feb 1, Apr 5.
Questions for Discussion  
Resources, Spaces and Budget Committee  
November 2, 2018

1. Decentralizing budgeting and hiring process to the extent possible. Allow colleges and departments to be responsible.

2. Flexibility in the use of 02 funds (this came from two unit heads). Support student events, including food for recruitment and retention.

3. Any adjustment that occurs outside the college e.g. promotional increments, base salary changes, retention adjustments, should be funded simultaneously, not after the fact. This creates budget failure and inefficiencies based on, among other things, the need to make multiple contacts and fix things down the road.

4. Separate cost center for base funded positions from operating budget activity. Personnel should be completely separated from 02 budgets.

5. One person asked to get their take on Program Prioritization.

6. Not all collected lab fees are returned to the departments. There seems to be a backlog of several years. (CFO Sarah McGill noted that she has a budget analyst researching this issue.)

7. In light of the significant windfall of reduced tuition for out-of-state athletes, will NIU be able to reallocate some of the athletics fees to other groups?

8. Graduate student stipends issue: Can they be, or will they be, increased to make NIU more competitive?