Minutes of the Budget Review Council meeting  
June 3, 2013, CFO conference room, 1 Tigert Hall

Attendees:
Margaret Mertz, Assoc. Dean, Fine Arts  
Norb Dunkel, Housing  
Jean Sweitzer, Dentistry  
Bill Heitman, Budget & Planning Manager, Engineering  
Wayne Tharp, Sr. Assoc. Dean, Medicine  
Andrea Burne, Director, PHHP  
Todd Fraser, Assoc. Director, Nursing  
John Haven, Director, Vet Med  
Kimberly Browne, Director, Budgets & Finance, IFAS/CALS  
Peggy Carr, Associate Dean, DCP  
Robert Miller, Business Services  
Lindsay Segawa, Law  
Tracey Phillips, Bus Mgr, HHP  

Support Staff
Matt Fajack, Chief Financial Officer  
Sheri Austin, Asst. VP, University Budgets, CFO  
Jim Ferrer, Asst. VP Finance and Planning, CFO  
Kim Simpson, Sr. Controller  
Bonnie Cauthon, Business Manager, CIO  
Amy Hass, Assoc. Counsel, General Counsel’s office  
Brian Keith, UF Libraries  
Also attending:
Jodi Gentry, Asst. VP HR  
Jane Adams, VP University Relations  
Elias Eldayrie, VP, Enterprise Systems  
James Webb, Asst. Dlr, Dentistry

The meeting was called to order at 3 p.m.

1. The committee met to review several additional budget requests from support units and make final recommendations to UF senior Vice Presidents. Chief Financial Officer, Matt Fajack, opened the meeting by reviewing the budget initiatives passed by the Florida Legislature.

   • UF will receive $36 million more in State Appropriations in FY2014. These monies will be distributed to provide raises for Faculty, Staff, and Graduate Assistants, provide an increase to the RCM allocation of revenue, and provide some funding for the strategic fund. In addition, UF will receive $15 million to help with the initiative to make UF a top-ten institution, $15M for online undergraduate degree programs, and funding to pay the Across the Board state mandated raises for faculty and staff. Colleges will receive funding to pay for the state paid raises and this year, unlike last year, college funds will not have to pay for T&P state funded increases. After deducting raises and strategic funds, approximately $17M will go into the RCM funding and $5.8M into funding for HSC colleges (Medicine, Dentistry, and Veterinary Medicine).
• Health insurance and retirement costs to the employer will increase and those increases are reflected in the Fringe benefit pooled rate for FY 2014
• Timeline – the Board of Trustees will approve the high-level budget for UF at their June 6-7 meeting, while recommendations from the Budget Review Council will be reviewed by Senior VP’s, and Matt expects them to make decisions fairly quickly.

2. Additional Budget requests.

• Jodi Gentry made a presentation on behalf of Human Resource services, requesting an additional $407,050 ($214,000 nonrecurring, $193,050 recurring) for a new classification coordinator to develop a new campus wide classification system; consulting and other services for implementation of a benefits administration module within Peoplesoft; a communications and training coordinator and a reporting specialist for HR reporting services.
• Jane Adams made a request on behalf of University Relations for $185,000 to restore a Marketing Director position and to fund services of a lobbyist in Washington D.C. to assist in government relations.
• Elias Eldayrie, on behalf of Enterprise Systems, requested and additional $2.1 million, including $652,000 to add positions to deal with increased workloads in a number of areas; $620,000 to fund annual equipment replacement (deferred maintenance) and $910,000 to deal with increasing demands on IT security. Not included in this total was an observation that the online Student System is straining under the weight of increased demand and old technology and needs $850,000 just to maintain it at the present level.

3. The committee reviewed a chart comparing FY13 and FY14 overhead rates. The chart can be found online at http://cfo.ufl.edu/wp-content/uploads/2013/06/Copy-of-FY14-and-FY13-Comparison-v2.pdf

4. The committee revisited a request by UF libraries for an additional $1,626,080. The group had previously supported the idea of a student fee to support increasing demands for electronic resources and other services, but the library system chose not to request a fee because there was little chance it would be allowed by the Board of Trustees or university administration. Because of that lack of support, and the need to spend some $600,000 just on electronic journals to support STEM courses, it requested that funds be provided by the university. A number of committee members expressed concern that their college general administration costs were already increasing an average 6.1 percent or more, which is higher than the average revenue increase they will be getting, and funding libraries through RCM would increase that cost even more. The committee rejected the request, noting that while it confirms its belief that the libraries are deserving of more money, it should not come through the RCM model.

5. Requests for additional funds - decisions

• University Relations – the request to fund a federal lobbyist ($100,000) was approved.
• University Relations – the request to fund a Marketing Director was deferred
• HR – the request to fund a classification coordinator was approved ($52,000)
• HR – the request to fund a communications and training coordinator, HR reporting specialist and benefits module was deferred.
• HR – Classification job library materials – the committee recommended that this be added to the classification coordinator position ($72,000, non-recurring)
• ES – the committee agreed to recommend an additional $650,000 be given to ES to use to fund priorities as it sees fit.
• The committee reaffirmed its previous decisions to approve additional funds for IT contractual maintenance agreements, utility costs, UPD positions, Enrollment Management positions, Hyperion licenses and purchasing department contract management positions.

The meeting adjourned at 4:45 pm.