Minutes of the Budget Review Council
March 19, 2014
PPD Main St. Conference room

David Segura, Assoc Director, Finance/Budget, VetMed
Jean Sweitzer, Director of Finance and Administration, Dentistry
Andrea Burne, Assoc. Dean, PHHP
Wayne Tharp, Sr. Assoc. Dean, Medicine
Tom Dana, Assoc. Dean, Education
Susan Luther, Business Mgr., Journalism
Norb Dunkel, Asst. VP & Director, Housing/Student Affairs
Bill Heitman, Budget & Planning Manager, Engineering
Michael Reid, Dean, HHP
Peggy Carr, Assoc. Dean, DCP
Margaret Mertz, Assoc. Dean, Fine Arts
Deb Staats, Assoc. Dean, Law

Support Staff
Jim Ferrer, Asst. VP Finance, CFO
Julie Wang, CFO Office
Amy Hass, Assoc. Counsel, Office of the General Counsel
Brian Keith, Libraries

Guests
Alan West, Associate Sr. Controller, Office of the Controller
Cynthia Brochu, Business Manager, College of Fine Arts
Tracy Phillips, Business Manager, College of Health and Human Performance
Jane Adams, VP, University Relations
Janine Sikes, Asst. VP, Media Relations
Dan Williams, Asst. VP, Marketing
Jeff Pool, Finance Director, Journalism
Judith Russell, Dean, UF Libraries
Curtis Reynolds, Asst. VP, Business Affairs
Linda Stump, Chief, UF Police Department
Will Strnad, Coordinator, Business and Finance, Business Affairs
Jeff Chorlog, Asst. VP, PPD
Fedro Zazueta, Associate CIO, UFIT
Brian Mikell, Chief Audit Executive, Office of Internal Audit

The meeting was called to order at 3:30 p.m.
Jane Adams, Vice President, University Relations, outlined her department’s transition from print focused to digital media focused in order to more effectively communicate in changing times where social media is becoming the norm.

To address these changing needs, UR is seeking funds for three positions:

- A social media producer/analyst responsible for reviewing, researching and optimizing UF social media efforts. To date, UF’s social media outreach has been successful but staff constraints mean that the reach has not been as great as it could be.
- Senior writer/producers to assist colleges with communications efforts, as well as cultivate and develop the kind of stories that will get national attention for UF
- Web developer to augment the current staff and allow work to be done in house that might otherwise have to be outsourced at a considerably higher cost

The total amount being requested for the three positions is $249,474.

The Office of Internal Audit currently has four vacant positions and is seeking funding to replace two of them. This is the request in its optimal budget request. If the flat budget request is all it can receive this year, it will only be able to hire 1 person, meaning five planned audit projects will not get done. The difference between the optimal budget request and flat budget request is $137,479.

The joint group made a presentation in support of funding for the Lenel security system used across campus. The system was established in 2004 as the university’s central enterprise-wide electronic access control system but, while managed by PPD, is currently unfunded. The system covers over 90 UF buildings in three counties, with access control for over 30,000 cardholders and PPD manages the technical support for all of the different technologies.

In order to fully support the Lenel system, Business Affairs and PPD are requesting six new positions and two part time positions for a cost of $735,000.

The UF Police Department is seeking funding for two additional police officers. The force is currently short five officers in total. The cost to fund the requested two officers is $116,661. It is also requesting that the budget for Health Science Center security be transferred to UPD, since it is an integral part of overall UF security, and be funded through the RCM process, rather than the current auxiliary. This totals $646,000.

The total request for these campus safety initiatives is $1,497,661 ($735,000 for Lenel, $116,661 for two UPD officers and $646,000 for Health Science Center security.)
Dean Judy Russell presented her request for additional funding for the Smathers Libraries which she says is in danger of having to cut critical journals and other materials due to lack of funding. Demand for content and information services has continued to grow and she says there is above average (compared to peer universities) demand for information but below average resources available. She noted that as tuition and state allocations have increased at peer universities, library allocations have increased as well, but this has not been the case at UF. While the peer average for library expenditures has been around five percent of tuition and appropriations, it has only been 3.37 percent at UF.

She also noted that last year the Libraries asked for $1.6 million and received $275,000 (non-recurring). This year they are asking for the optimal funding scenario which she says would help make progress toward parity with peer institutions and help achieve the goal of preeminence. To achieve true parity with peer institutions would require an increase of $14 million. In lieu of that, Dean Russell is requesting what she calls six priorities “for reasonable growth and prioritized increases,” including:

- $1.1 million for recurring materials to avoid the loss of core content. Without an increase in the materials budget this year, she says that they will be forced to cut the Springer and Sage electronic journal packages as well as other materials
- Commitment of an additional 5 percent per year ($434,000) to cover price increases and sustain current materials levels, five percent ($434,000) to add new content, and $100,000 to allow the library to remain open overnight. In addition, it is seeking $641,595 to provide five faculty and four staff to provide core services.
- The total cost of the optimal budget, including a total increase of $3.4 million ($1.9 million for library materials) is $31,214,786 (vs. $27,781,345 for the flat budget)

Next meeting

To be determined.
A Doodle poll will be circulated to gauge the best time to meet once allocation amounts are forthcoming from the State Legislature.