**Planning, Development & Budget Committee**

**Report to the University Senate**

**November 24, 2020**

**Committee Members:** Joyce Wright, Denise Serpico, Jale Aldemir, Mingshan Zhang, Yufeng Wei, Laura Wadenpfuhl, Max Herman. Ex officio committee member, Mr. James White, CFO. Guest Dr. Chris Shamburg, Senate President

**Welcome to Mr. James White, CFO Ex Officio Member of the Planning, Development and Budget Committee**

Financial questions were presented from the November 2020 Senate Meeting.

Senate Budget: Resources were addressed by Chris Shamburg regarding the current budget. The budget covers the release time of the Senate President Vice President, and Senate Secretary as well as clerical support—the Senate office Secretary. Over the last few years we typically have somewhere under $5000 for office supplies and cookies and coffee for the meetings. Several years ago this was reduced then restored by the University president for the cookies and coffee, money that we will save this year. Chris Shamburg said that the Senate Office can provide specific numbers on the budget, the under $5000 is a rough estimate.

The Confucius Institute’s Financial Status: The Senate President said that the Executive Committee was looking into the budget of the Confucius Institute pre-covid and has taken it up this semester. Mr. White stated that the Confucius Institute is part of the Global Affairs Initiative under the direction of Dr. Tamara Cunningham, Assistant Vice President for Global Initiatives and should be looked at in total. Dr. Cunningham could provide additional specifics. The Senate President said that he will schedule a meeting with Dr. Cunningham and the SEC.

Max Herman opened discussion on the budget that was presented at the Town Hall meeting held at the School of Business by President Henderson last Friday 11/20. Several issues discussed and explained by Mr. White to include: reduction in faculty salaries over the next 5 years from 2021 at $76,000,000 to 2025 $71,500,000. The projections for salaries were impacted by: the reduction in staff at the A. Harry Moore School, voluntary separation offers, attrition of faculty lines based on student enrollment and the adjunct budget to remain at $9,500,000.

The Preforming Arts Center will be leased for revenue by NJCU, and many Julliard students are attending NJCU.

Student scholarship monies were actually increased to $10,000,000 for 2020 in an attempt to recruit students. Then in subsequent years, scholarship monies will be reduced to 7,500,000. Joyce Wright stated this will impact transfer student recruitment.

**Unfinished Business:**

None

**New Business:**

1. Not Approved: Received 11/2/2020 Certificate (13 cr.) in Behavior Management and Introductory Applied Behavior Analysis

 Program Objectives paragraph 5, please check first sentence.

 Budget Revision 9/21/2020 attachment.

 Table 1. The program is listed as 3 terms, is this reflected in the table of projected enrollment with carryover of students into the next full year? (year 2, 11 students are projected to carry over for a full year) The student numbers would affect Table 2; Tuition and Fees.

 Table 3, Expenses: Please check addition of first row of expenses.

2. Not Approved: Received 10/29/2020 Bachelors of Science in Business Economics. 120 cr.

 Program Objectives, spelling error 2nd sentence.

 Please provide in table format Expenses, Income and Net Income Summary.

 Student enrollment is projected at year 1 (2) students, year 2 (3) students, year 3 (5) students and year 4 (7) students. In the introduction to this section in CIM, enrollment is projected at 50.

 Credit projections for the Business courses in the narrative of tuition and fees, differ from the curricular/ degree map.

3. Approved and awaiting CIM process: BA Music Multi-Style Strings and Master of Music Performance Multi-Style Strings.

4. Professional Financial Planning, Minor was approved in 2019. Rollback to committee for catalog description (which is greater than 50 words).

5. Policy for Review of Program Revisions was reviewed. Each committee member will send their comments to Joyce Wright for submission to the Senate in December, 2020.

Respectfully Submitted,   Joyce Wright (Chair)