

Ad Hoc Committee on Budget Sustainability

Minutes

Meeting Date: November 15, 2023

Members in Attendance: Dr. Jon Westfall, Dr. Andrew Wegmann, Ms. Carolyn Bailey, Dr. Edwin Craft, Ms. Dana George, Mr. Larry Wakefield, Mr. David Gladden, Dr. Chris Jurgenson, Dr. Megan Smith, Dr. Gwen Meador, Ms. Kristen Land, Dr. Heather Miller via Teams call. (recorder, Ms. Amber Hays)

Members not in attendance: Ms. Hayden Kirkhart, Ms. Emily Jones

Guests: Lisa Giger
Human Resources Director

Call to Order: The meeting of the Ad Hoc Committee on Budget Sustainability was held in the Janice Wyatt Conference Room on November 15, 2023. The meeting convened at 3:30 p.m. with Ms. Carolyn Bailey giving the welcome and passing out the minutes from the November 8th meeting and the agenda for this meeting.

Approval of the Minutes

After a moment to review there were no questions or comments. Dr. Chris Jurgenson made the motion to accept the minutes. Mr. David Gladden seconded the motion. The entire body approved the motion.

General Overview

- The Retirement Incentive Program previously presented to the group on November 8, 2023 was revisited.
- After much discussion and weighing the options, the committee will present the following recommendation to President Ennis.
- Mr. David Gladden made the motion to present this recommendation to the President. Dr. Nora Gough-Davis seconded the motion.
- The recommendation was voted 14-0.
- “The Committee recommends pursuing the incentive option at 25% paid over 5 years, assuming that we will not fill more than 50% of those positions at the original salary or less, so as the Institution does not take on additional debt.”
- Upon reviewing the FY 2024 Monthly Vacant Position Report, the committee will present the following recommendation to President Ennis.
- Mr. David Gladden made the motion to present this recommendation to the President. Dr. Andrew Wegmann seconded the motion.

- The recommendation was voted 14-0.
- The Committee recommends deleting all open positions that have an end date prior to July 1, 2022, (saving approximately \$438,000). All other open positions must submit a brief (less than 500 words), but detailed statement that includes:
 - a. the essential functions of the position;
 - b. how the unit is currently managing its operations without the open position, including statements of real harm the open position is causing to operations; and
 - c. a contingency plan for continuing operations should this position be permanently eliminated.

This statement must be submitted by 5:00 p.m. on Friday, December 15, 2023.

- As time was running out, Dr. Edwin Craft presented very quickly a new report that the committee has access to explaining what information they can glean from it.
- Dr. Jurgenson brought forth a restructuring proposal that will be discussed in more detail at the next meeting.
- As the next week is Thanksgiving, the committee decided to move the meeting to Tuesday, at 2:30 p.m. instead of having the originally scheduled meeting on Wednesday.
- The meeting adjourned at 5:33 p.m.