The University of Rhode Island
Strategic Budget and Planning Council
March 20, 2014
10:00 am – 12:00 pm
Thomson Board Room, Ballentine Hall

Members in Attendance:
Chair Don DeHayes, Vice Chair Christina Valentino, Patricia Morokoff, Ann Morrissey, Kim Washor, Linda Barrett, David Byrd, Tom Dougan, Annu Palakannathu-Matthew, Faye Boudreaux-Bartels, Mark Higgins, Steve D'Hondt, Ellen Reynolds, Sharon Bell

Members Absent:
Ray Wright, Naomi Thompson, Gerald Sonnenfeld, Michael Smith, Ken Kermes, Matt Kilduff, Scott Martin

See the complete list of member information at the Strategic Budget and Planning Council website at:

http://www.uri.edu/budget/sbpc.html

1. Approval of Minutes - February 20, 2014
   a. Minutes approved unanimously

2. Announcements:
   a. The February 20, 2014 meeting included a review of the instructions and budget template relating to FY2016 Divisional requests. These are now available on the SBPC website.
   b. The SBPC’s response to the AMRC Report was well developed. One of the recommendations involved IT and the Chair indicated that he is pleased to move forward on this recommendation to engage a consultant.

3. Adjustment in FY2016 Divisional Request Teams:

   Academic Affairs: Since Mike Smith will be focused on fundraising, Naomi Thompson, and Steve D'Hondt will join Annu Palakannathu-Matthew and Ken Kermes on the Academic Affairs Team.

4. Capital Improvement Plan (CIP) – Presentation of requests, project costs, and justification information from the campus requestors:
   a. The CIP was presented to the Council and the documents will be sent to SBPC members after the meeting.

5. Subcommittee Updates:

   a. Strategic Budget and Planning Council (SBPC) Subcommittee on the Establishment of a General Fund (Fund 100) Budget Carry Forward (CF) Policy for URI update:
      i. CF Subcommittee has met three (3) times and considered various scenarios in detail. The committee is charged with the examination of the pro’s and con’s on the
establishment of a General Fund (Fund 100) Budget Carryover Policy. A benefit of the spending plan would support initiatives to save money over years for a major purchase. Units that overspend their budget would carry forward a negative balance in a future year.

ii. One of the models discussed used a 3% threshold and called for up to 3% that could be carried forward with the unit receiving a percentage and the University receiving a percentage. Other models such as 50% of the unspent funds being distributed to the unit and the University were discussed.

iii. A process would be implemented that required a validation that the funds were being requested to be used in accordance with the University’s/Academic Affairs/Colleges/Unit’s Plan/Goals.

iv. It was discussed that the new policy could change behavior; to what extent would a unit have the capacity to not spend a portion of their budget; difficult to assess this and a survey to units is being considered.

v. Review historical budgeting – maybe even pausing and looking at program based budget and reevaluate how some allocations have been made.

vi. Of the University-wide fund balance, a contingency would be established (perhaps in the range of 2.5%-5% of revenue) for a rare catastrophic circumstance before units would be able to carry forward funds.

b. Long-Range Budgeting and Financial Planning Subcommittee Update:

i. Reviewed existing process; may pause to look at program based budgeting and reevaluate how some allocations have been made. Need to be mindful of our tie-in, and reliance into the state process. Budgeting should be transparent. Looking at planning for multiple future years and creating an internal process that would work within the state budget process.

Meeting adjourned at 12:15pm
Minutes by: Val Hupf, Budget & Financial Planning Office