COMMITTEE ON BUDGET AND RESOURCE ALLOCATION

Wednesday, August 22, 2018

APPROVED MINUTES

Members Present: Nancy Mangold (CBE, COBRA Chair), Paul Carpenter (Kinesiology), Chris Chamberlain (Hospitality, Tourism, and Recreation), Jiansheng Guo (CLASS), Kim Shima (Accounting & Finance), Kyzyl Fenno-Smith (Library), Rafael Hernandez (Associate Provost for Academic Resources and Planning, Presidential Appointee)

Members Absent: Monique Cornelius (Budget, Presidential Appointee)

Guests: Mark Karplus (Academic Senate Chair)

1. Introductions
   a. Nancy Mangold welcomed everyone and introductions followed of new and returning members.

2. Election of the 18-19 Secretary
   a. Chair called for nominations for secretary. Paul Carpenter agreed to be Secretary for Fall and Kyzyl Fenno-Smith for Spring.

3. Approval of the agenda
   a. M/S/P Fenno-Smith/Guo

4. Reports

5. Business Items:
   a. Review held until next meeting to give members time to review the COBRA Policies and Procedures document
   b. ITAC COBRA member: Discussion ensued about the committee and its role/work. Kyzel Fenno-Smith expressed interest in serving and will be the COBRA ITAC member for 18/19.

6. Information Items (passed by COBRA in 17-18 that were not passed by 17-18 Senate)
   a. The Chair explained that a number of COBRA reports from 17/18 had not been accepted by Academic Senate. They had been on the 17/18 agenda but time ran out to act. Discussed getting these onto the 18/19 Academic Senate agenda. Motion to send these to the Executive Committee to be placed on the 18/19 Academic Senate agenda
was approved. (M/S/P Carpenter/Guo).

7. Discussion:

a. Potential issues for COBRA to consider in 2018-19: Discussion ensued as to the issues COBRA should address in 18/19. In addition to mirroring the standard reports of 17/18, it was suggested that COBRA address the following:
   i. Budget Priorities Statement to the President and Provost
   ii. Invite Division Heads to meetings to report on their activities as they relate to budget and resources (COBRA members asked to think of questions to ask Heads that can be prepared ahead of meeting).
   iii. How the revised Governor’s Budget impacted the Pencil Budget given to Unit Heads in Spring and how additional monies in that budget will be allocated.
   iv. How the savings from semester conversion have been utilized.
   v. Projected impact of projected enrollment drops on budget.
   vi. Request from Unit Heads information/ideas/costs on cost savings and efficiencies through the improved use of technology.
      • Rafael Hernandez spoke to a number of data initiatives underway to improve the quality of information to improve decision making – WATSON for advising; Delaware Study on program costs; budget modeling.
   vii. Ask Provost for more information on his proposed Strategic Enrollment Plan.
   viii. Re-examine the budget model for University Extension and Overhead Costs.
   ix. Faculty compensation (incentives – housing allowance).

8. Adjournment

a. M/S/P Guo/Chamberlain