

MINUTES OF THE RC MANAGERS MEETING

August 29, 2013

9:00 a.m. – Noon, 107/108 Eagle Commons

Present: B. Bailey, L. Campbell, P. Fackler, P. Frese, J. Foster, J. Geiger, D. Katis, T. Latour, R. Nowaczyk, S. Puleio, R. Puller, C. Reber, D. Sobina, H. Tripp, T. Varsek, and K. Whitney.

Minutes The minutes of the RC Managers Meeting of August 1, 2013 were approved as drafted.

Agenda Items

1. Overview of FY13-14 Budget Issues

P. Fackler distributed copies of an overview of FY13-14 budget issues. He provided information on the following:

- a. Budget Work – T. Varsek working to streamline budget processes; efforts may be driven to some extent by SAP. Consideration being given to reducing the number of fund centers. K. Whitney advised that extensive communication be done regarding any changes.
- b. Business Warehouse Update – M. Lavan heading up project which will use suite of business intelligence software developed by PASSHE. Goal to implement by end of year.
- c. Audit – FINrpt to be completed by end of week. Deficit expected to be \$6-7 million. System needs work but F&A will work with IT team to get necessary data. P. Fackler agreed to bring the audited financials to a future RC Managers meeting.
- d. Budget Schedule – P. Fackler hopes to have budgets for RC Managers by end of next week (September 6). Depends on ability to extract necessary data from PeopleSoft. R. Nowaczyk agreed to provide information to F&A about special cases, such as the CU/Edinboro arrangement.
- e. BRIC Work – P. Frese noted faculty concerns that BRIC hadn't met. RC Managers advised that a meeting be convened soon. P. Fackler reviewed issues for examination by BRIC that had been forwarded to F&A, including assessments, sabbaticals, and transfer pricing. K. Whitney indicated that before PEC approved any revised set of financial guidelines, the RC Managers would have an opportunity to review and approve them. H. Tripp pointed out that the SCUPA representation on BRIC as listed on P. Fackler's handout should be revised to delete the words "one faculty member" and replaced with "one person" since the SCUPA union did not represent faculty. P. Fackler and L. Campbell will make the change.

K. Whitney asked RC Managers if there were any additional issues that BRIC should consider. D. Katis noted that the peer group for Intercollegiate Athletics included four private institutions. K. Whitney asked if BRIC should be looking at the extent to which RCs contribute to recruitment and retention. P. Frese noted problems with filling on-line and on-ground courses as well as faculty teaching too many students. K. Whitney agreed that there seemed to be wide ranges of productivity. Noting that on-line students, even those who are on campus, don't pay any Activity Fee, H. Tripp suggested that all students pay some kind of Athletics Fee. K. Whitney asked that R. Nowaczyk and the deans take another look at the system for pricing within PASSHE to identify possible opportunities for Clarion.

ACTION: P. Fackler will bring audited financials to a future RC Managers meeting.

ACTION: R. Nowaczyk will provide F&A with information on financial arrangements for special cases such as the Clarion University/Edinboro University agreement.

ACTION: The wording related to SCUPA representation on BRIC will be revised to delete the reference to "one faculty member" and replace with "one person."

ACTION: RC Managers will forward to P. Fackler any additional issues that should be reviewed by BRIC this year.

ACTION: R. Nowaczyk and the deans will re-examine the system for pricing within PASSHE to identify possible opportunities for Clarion.

2. Proposal for Budgeting Tuition and ISF revenues

P. Fackler shared a proposal for budgeting tuition and ISF revenues designed to allow F&A to push revenue out to the RCs more quickly while still allowing for some balancing. Members voiced no concerns about the proposal and agreed that the proposed steps were a better approach.

ACTION: The proposal for budgeting tuition and ISF revenues was approved by the RC Managers.

3. Workforce Plan Update

K. Whitney welcomed Ray Puller, Interim Dean, College of Education and Human Services, to the RC Managers group and thanked him for his service. R. Nowaczyk provided an update on enrollment, noting that first to second year retention had improved due to activities related to attendance reporting and Mapworks. K. Whitney noted the need to provide concise information on what had contributed to the university's retention

gains. P. Facker suggested linking the gains to those colleges that had achieved them. K. Whitney asked if a statement or policy on the role of faculty in recruitment were needed. P. Frese suggested offering some examples of best practice in this area as a model that might be adopted at Clarion. K. Whitney asked RC Managers to consider ways to engage faculty in recruitment and retention.

K. Whitney credited the efforts of Student Financial Services under the leadership of Ragan Griffin and those of Facilities personnel under Ric Taylor for the successful consolidation of the financial aid and student accounts operations into a single location in Carrier.

The discussion turned to communication about the workforce plan going forward. K. Whitney asked what kind of information was needed. Members suggested more meaningful information about deficits would be helpful as would greater detail about plans to provide teacher education programs. J. Geiger suggested that once the workforce plan was finalized, one-on-one meetings with media be used. H. Tripp noted the need to promote Clarion's leadership in areas such as specialized accreditations, partnerships, etc.