

Meeting Minutes
Investigative Budget Committee
Monday, March 28, 2022

Members Present: Rala Diakite, CJ O'Donnell, Irina Seceleanu, Katie Riel, Carlos Montanez, Susan Mitroka-Batsford, Laura Baker, Luis Rosero

1. Discussion of gathered materials

- a. Information to be collected
 - i. Budget
 - ii. Board of Trustees meeting notes that contain financial information
 1. It's possible to do word searches within the document to see if there will be relevant information (example: at FSU the budget appears in October minutes)
 2. BSU-budgets are actually put into library, need to get physical copies
 - iii. Audits
 1. Should be yearly, can be found by very simple Google search or [HERE](#).
 - iv. Department budgets: inquire to our home department chairs if they have a budget
 1. If yes, is this monthly, yearly etc.?
 - v. Would it be helpful to talk to Bargaining Chairs to do a backwards strategy of what is going to come to the table?
 1. Get hands on financial presentation that Admin brought to table.
- b. How far should we go back?
 - i. 5 years
- c. How to organize?
 - i. For now, organize by campus and document type(audit, BOT notes, etc.)
- d. Compelling ways to present information:
 - i. Student cost for admin vs. teaching, student to administrator ratio??
 - ii. DGCE specific information

2. Decoding of Information:

- a. Audits may be "sanitized" (outside contractors hired), require further analysis
- b. Budget decrease over past 2 years due to COVID
 - i. Articulate why we need raises.
 - ii. Admin seems to be getting 6-7% increases
 1. What expense class is administrations raises listed under?
 - a. Somehow bundled into operation cost, if we can use Datatel/Budgetpak or decode the budget we should be able to tell

- c. National Association of Board of Trustee member booklet
 - i. This provides a calculator for assessing costs
- d. A list of [useful links](#) has been sent out to this committee

3. Budget Software

- a. What budget software is each Uni using? Carlos is trying to gather this list
 - i. MM: Datatel
 - ii. MassArt: Budgetpak
 - iii. Fitchburg: Excel

4. Priorities for Investigation:

- a. Use of HEERF monies
- b. Capital Spending- buildings, do not seem to want to touch fixed costs (including country clubs)
- c. Administrative bloat- zeroing on where administrators are going?
- d. Academics spending versus Marketing.
- e. Projections (increases to student fees, hiring freezes, etc....)
- f. Losses due to enrollment decline (management will beat this drum all day long; at least we can get a clear idea)
- g. Subsidies for what should be financially self-sufficient (even profit-making) appendices to the universities (e.g., country clubs).
- h. The dual DGCE and Day structure- DGCE is being funneled to support the Day program.

GOAL: Make administration defend why they are putting money into new buildings (not fixing old ones) rather than operational costs

- i. Why are operational costs always first to be cut?**

GOAL: Generate a series of questions for BOT or administration about financial priorities and spending.

5. Future Meetings:

- a. Training: Catherine Santiago training through MTA on financial skills- how to look at a budget
 - i. Initial training took place on May 10, with larger discussion in September