

**East Carolina University (ECU) Standing Academic Committee
2013/2014 University Budget Committee (UBC)**

Minutes of the February 20, 2014, meeting:

The meeting began at 4:00 p.m.

Attending: Jeff Popke, Todd Fraley, John Given, Terry Atkinson, Guglielmo Fucci, Joe Gaddis, Susan Chapman, Gary Vanderpool, Bonnie Mani, and Rachel Roper. Also present was Stephanie Coleman, Assistant Vice Chancellor for Operations, Office of the Vice Chancellor for Administration and Finance. UBC members excused from the meeting are Robert Kulesher, Kirk St.Amant, Wanda Wynne, Rick Niswander, and Kyle Fulk.

John Given reported on salary increases in the 2013 calendar year, that is, one year of data.

- There were 424 salary increases for both EPA and CSS/SPA employees.¹
- 7.7 % of all full-time EPA and CSS/SPA employees (415/5,339) received permanent pay increases.
 - SPA employees must be paid 80 % of labor market value.
 - Athletic Department salary increases are based on their own revenue.
 - Analysis does not address gender equity.
 - There is no case-by-case analysis of the salary increases.
 - Some faculty members were given promotions but no raises.
 - The UBC would like to see a break-down by College.
 - The UBC would like to see a position retention criticality analysis.

Rachel Roper moved that, before being approved by the UBC, minutes of the January 16, 2014, meeting be amended as she specified in her earlier e-mail message to the UBC. Bonnie Mani seconded the motion. The motion was carried and the minutes were approved as amended.

Jeff Popke, Terry Atkinson, and Bob Kolescher have been serving on the Budget Primer (BP) Subcommittee of the UBC. They are recommending a much shorter BP version than the version in progress they have been developing and sharing with the full UBC. For example, it seems unnecessary to include revenues and expenses because these appear in ECI's Financial Report. Jeff Popke showed those present some BPs developed for other universities. Stephanie Coleman volunteered to work with Rick Niswander to finish the proposed BP.

There was some discussion of the University Committee for Fiscal Sustainability (UCFS) and that committee's relationship with UBC. The UBC members see this committee as the faculty's voice with regards to the University's budget. Therefore, the UBC members will schedule an open forum for faculty members in early March.

Jeff Popke proposed the UBC develop a Statement of Budget Principles. ECU's UBC could develop a one-page set derived from those of other universities. John Given agreed to look at the set of principles set forth by the Faculty Senate a few years ago. Jeff Popke and Bonnie Mani also agreed to look for sets of budget principles from other sources and report to the UBC in the next meeting.

John Given drafted a Letter to the Editor of the Daily Reflector and has been waiting for the right time to submit the letter for publication. UBC members present would like to review the letter and consider submitting it at this time.

At 5:20 p.m. John Given moved the meeting be adjourned. Rachel Roper seconded the motion. The motion carried and the meeting was adjourned.

¹Exempt from Personnel Act (EPA); Clinical Support Staff (CSS); subject to the State Personnel Act (SPA).