

Longwood University Planning Council
Minutes
May 06, 2015

Present: President Taylor Reveley, IV Jeannine Perry
 Ken Copeland Jennifer Apperson
 Charles White Courtney Hodges
 Joanna Morrison Dick Bratcher
 Victoria Kindon Jeff Halliday
 Ken Perkins Troy Austin
 Tim Pierson Matt McGregor
 Mark Kendrick Paul Chapman
 Suzy Palmer

Absent: Lissa Power-deFur, Paul Barrett, Tracy Nelson

Call to Order

The University Planning Council (UPC) met on May 06, 2015 at 3:30 PM in the Maugan's Prince Edward Room. Ken Copeland, Chair, called the meeting to order and welcomed all members.

The January 29, 2015 minutes were approved as presented.

UPC 2.0 Ad Hoc Planning Group Update

President Reveley addressed the Council members and discussed structural changes that he had touched on at the January, 2015 meeting. President Reveley would like to broaden the scope of the current University Planning Council and also allow for more focus to be addressed in areas like Budget and Finance, Diversity, Compliance, Technology, and Purchasing. The sub-committees' focus would be placed on broad issues that may not have a "natural" home, i.e. Ferguson, Title IX, etc. The current Council would remain as a standing body to address issues University wide. More information will be forthcoming and President Reveley stated that he would like to continue discussions regarding this idea sometime in June.

Update on Year End

Ken noted that we should end the year with a General Fund surplus after the year end cutoff which will allow for the pre-payment of insurance costs for the upcoming year.

Ken also noted that salary increases have been approved by the state effective August 10, 2015. All employees in salaried positions as of May 10, 2015 are eligible for the 2% increase, subject to performance criteria. Classified employees who have completed five (5) years or more of

continuous state service will also receive a salary compression compensation adjustment of a \$65 salary increase for each full year of continuous service, up to a maximum of thirty years.

Discussion ensued regarding increases for AP and Academic Faculty and how each department would designate their awards to their staff. President Reveley noted that 2% should be used as the “default” setting and each area would make the decision of how to disburse their individual pools. Ken will ask HR to retrieve a prior memorandum which was used in the past as a guideline to offer direction regarding this and he will share this information with the group. The decisions regarding disbursements should be noted quickly as HR will be issuing new contracts. If there are special circumstances in your area, please let Ken know.

Perspective on FY 2015/2016

Ken noted that eight (8) to ten (10) items were funded from the VP goal lists compiled last year. The Committee will convene early next year and he suggested that the prioritized lists be reviewed again and updated if needs have changed.

The number of incoming students is very encouraging and the retention numbers are very positive.

We will incur additional expenditures this year consisting of the state salary increases, 2.99% increase in healthcare costs, and increased contribution costs to VRS.

President Reveley and Ken discussed the possibility of a modified zero base budget exercise for 2015-2016 which would allow for departments to take a look at expenditures over a period of time and identify trends to see if there may be excess spending in certain areas.

Ken thanked the members of the Committee for their contributions.

Adjournment

There being no further business, the meeting was adjourned.