

9-17-1990

## Budget Subcommittee Procedures

The College at Brockport, College Senate

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Resolution #2 1990-91

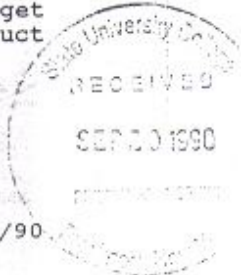
*Faculty Senate*

TO: President John E. Van de Wetering

FROM: The Faculty Senate Meeting on 9-17-90  
(Date)

RE: X I. Formal Resolution (Act of Determination)  
II. Recommendation (Urging the fitness of)  
III. Other (Notice, Request, Report, etc.)

SUBJECT: Resolution on the Procedures by which the Budget Subcommittee at the Faculty Senate shall conduct its business



Signed *Thomas S. Kell* Date Sent 9/19/90  
(For the Senate)

TO: The Faculty Senate

FROM: President John E. Van de Wetering

RE: I. Decision and Action Taken on Formal Resolution

a. Accepted. Effective Date 10/1/90

b. Deferred for discussion with the Faculty Senate on \_\_\_\_\_

c. Unacceptable for the reasons contained in the attached explanation

II, III.

a. Received and acknowledged

b. Comment:

DISTRIBUTION: *See Attached Res.*

\_\_\_\_\_

\_\_\_\_\_

Distribution Date 10/1/90 Signed: *[Signature]*  
(President of the College)

EXECUTIVE COMMITTEE RESOLUTION  
ON THE PROCEDURES BY WHICH THE BUDGET SUBCOMMITTEE  
OF THE FACULTY SENATE SHALL CONDUCT ITS BUSINESS

WHEREAS the Budget Subcommittee of the Faculty Senate must develop and maintain lines of communication with the University Faculty Senate and with other standing committees of the College Faculty Senate

and

WHEREAS the Budget Subcommittee of the Faculty Senate requires close working relationships with both the Chief Administrative Officer of the College and those administrative staff members responsible for preparing and presenting the budget of the College,

BE IT RESOLVED that Recommendations 1A through 1E and 2A through 2C contained in Professor Donald McWherter's memorandum of April 25, 1990 (attached) be adopted as operating procedures for the Budget Subcommittee.

April 25, 1990

TO: Senate Executive Committee  
FROM: Don McWherter, Chair  
Budget Subcommittee

The following constitutes a set of recommendations regarding the role of the Budget Subcommittee in the college's budgetary process. It is recommended that the Senate's executive committee review these proposed procedures. Following their adoption, the Executive Committee should meet with President Van de Wetering regarding their implementation.

A budget is a fiscal expression of policy; it is also a major political instrument used to decide who is to get what available resources, as well as how and by whom such allocation decisions will be made. As the faculty and administration must work together in developing and reaching the goals and objectives of the college, so must they cooperate in the budgetary process. One of the major dilemmas is, of course, how can such a joint venture reach fruition in the most expedient and effective way? It is suggested this involves a two pronged approach:

One: Those individuals serving on the Budget Subcommittee must become informed about the state, SUNY, and local campus budgetary process; in addition, members must understand important budget concepts and terminology--e.g., IFR, Certificate of Allocation, Savings (Forced, Frictional), etc. Those serving on the Budget Subcommittee must be prepared to make the inordinate time commitment required if they are to be informed committee members. This process of preparation will undoubtedly involve some "summer homework."

Two: A working relationship between the Budget Subcommittee and members of the President's staff who have the primary responsibility for preparing and carrying out the college's budget must be developed and fostered.

The challenge is, of course, how to effect such an understanding.

The Budget Subcommittee recommends the following regarding Item One:

- A. That members of the Budget Subcommittee become familiar with the SUNY Faculty Senate's budget handbook and Professor Chugh's (SUNY Potsdam) work, "Effectiveness of the Local Budget Committee."
- B. That Budget Subcommittee members receive periodic briefings from appropriate college personnel regarding the status of the local budget.
- C. That the Chair of the Senate's Committee on Planning and Priorities be an ex officio member of the Budget Subcommittee and the Chair of the Budget Subcommittee be an ex officio member of the Committee on Planning and Priorities. It is vital that these two committees communicate with each other.
- D. That our two SUNY Senators meet with members of the Budget Subcommittee to discuss information and reports that have come to them via Senate meetings and mailings regarding the SUNY/State budgets.
- E. The Chair of the Budget Subcommittee will provide the Executive Committee and members of the Senate with "State of the Budget" presentations at appropriate times.

The Budget Subcommittee recommends the following regarding Item Two:

- A. That the Chairman of the Budget Subcommittee be privileged to be a part of the President's team that has the responsibility for preparing the college's budget. That is, the Chair should be a part of the loop that reads, evaluates, and provides comments on budgetary directives and guidelines from Central Office and the Division of the Budget, as well as being a participant in the local budget preparation process. This would allow for more formalized input from the teaching/staff constituencies regarding suggestions in the development of local policies and procedures as they relate to the allocation or reallocation of resources--e.g., lines, fiscal support for programs, etc.

- B. That the Budget Subcommittee meet with the College President and his designees from time to time to discuss those issues relating to the budget, assuming that such discussions are timely and appropriate, and will provide a base for feedback to those involved in the local budget preparation/process.
- C. That the Budget Subcommittee meet on an individual basis with the Vice Presidents and Deans while their budgets are being prepared. It would also be appropriate for the Budget Subcommittee to meet with these administrators after the budget is in place to ascertain whether the college's fiscal affairs will enable it to meet its goals and objectives.

It is important, especially during these times of fiscal crisis, for the various constituencies within our academic community to be informed and consulted, and have the opportunity to articulate their views, recommendations, and concerns about our academic community. The opportunity to be a part of the solution to the manifold challenges that confront us can come about through dialogue and exchange; without these avenues being opened and used, our challenges become exacerbated and the solutions more distant and ineffective.