

MAFS Meeting: SciTech 204 – November 18, 2019 (12:20 p.m. – 1:12 p.m.)

Call to order & Approval: October Minutes

- Any changes to propose? (No.) Jackie moved to approve and John seconded

Announcements

- MAFS Chair
  - New Constitution/By-Laws/Standing Rules approved and posted on sites
  - Spring meeting dates are also available via sites
- Chancellor (Dr. Achampong) (Dr. A apologizes he can't be here)
- Chief Academic Officer (Dr. Doncheski)
  - Coming to podium to make it easier for Zoom attendees to hear
  - Talking with Frederick Community College
- Dr. A drafted & sent letters to ~50 MD high school superintendents about Discover Award
  - Years 1 & 2: \$6,000 per year; Years 3 & 4: \$7,000 per year; Transfer: \$6,500 per year for 3 years
  - Not quite in-state tuition, but close. Partly need determined.
  - Will need to complete a FASFA to be eligible (is financial aid, not a scholarship)
- 33 faculty have completed (27 not yet) bios for our websites. (Reminder will be coming)
- University Faculty Senate made drastic revisions to advising policy
  - MAAC met recently to work on applying those changes here.
  - Things will change in advising. Responsibilities of advisor & advisee being discussed
  - Assessing advising; Huge change & will take some time (1 yr?) to make adjustments
- Shawn Wiley is welcomed back at Mont Alto- as Director of Enrollment Management

Campus Budget Update – Anne Miller (with slides)

- Presented to admin council last week & will present to SGA, staff council, and OPP/tech soon
- This is not to ensue panic, but need to be transparent w/ complete campus community
  - Not shutting doors, not laying people off... Ask any questions that you wish
- 19-20 University Budget Update: July 19 Board of Trustees meeting
  - 0% tuition increase; -\$36M funding sources: +\$9M reserves, +\$11M (1% from units), but still \$16M deficit university-wide
- OVPCC Budget: -\$39M, +\$15M, +\$10M Provost support, +\$4M campus givebacks (last year gave back \$160k, \$200k requested), +\$2M OVPCC use of reserves (partly VRP), but still \$8M deficit
- Mont Alto Budget
  - 14-19 numbers: students have gone down, but faculty & staff numbers have stayed roughly flat
  - Sources vs Uses of Funds: deficit of \$1.4M here
  - Pie chart: Uses by Category: 84% personnel (does not include fringe benefits- covered by UP currently), 13% dept allotment (travel, supplies...), 3% utilities
    - Eventually fringe benefits will not be covered by UP (health insurance goes up with salaries)
  - Under-enrolled course sections: expect 15 students in 1-399 level courses, 8 in 400 level courses
    - May need to trim some sections of classes
- "WE have work to do and we need YOU to help." Team sport: everyone has a responsibility
  - Need to put best foot forward... at all times. Need to focus on what sets us apart
    - Academics: need to market our strong & diverse faculty (Anne's emphasis on diversity)
    - Student experience (Student Affairs, Athletics, etc.), Safe place, Beautiful place
- To close budget gap:
  - Immediately: (short term savings)
    - 15% Dept Allotment recycling, hiring freeze (unless new programs are approved or mission critical; IST position won't be filled), sabbatical leave freeze

- Longer term action items
  - Implement student recruitment & retention initiatives (retaining 2% students = 17 for us)
  - Increase class sizes where appropriate (fewer sections, but still maintain flexibility for students)
  - Limit employee travel to required/mission-critical only
    - Try to Zoom in to meetings (esp. UP ones) whenever possible (little things do add up)
  - Optimize procurement processes: SIMBA will help b/c very electronic
  - Complete staffing analysis relative to comparable campuses
    - Duties to be redistributed? Some staff overloaded and others not enough to do?
  - Maximize Student Aid availability (scholarship/gift funds) -> use everything that we are given
  - Increase CE revenues
    - Know of any events that could be hosted here (for rental fees/showcasing the campus)?
    - New building will have huge white box (movable furniture); Auditorium will be renovated
- Grab low hanging fruit. No stone will be left unturned.
- If anyone has any ideas, don't be shy- talk with Mike or Anne or other supervisor
- Plan is to give budget updates at least once a year
- Questions?
  - 730 students: \$1.4M deficit; so what enrollment would we need to break even?
    - Short term: keep 17-20 students who thought to leave (dropping college or going elsewhere)
    - Longer: try to get up to ~900 students
    - Easier to retain a customer than get new ones
    - Late Drop: problem that students drop classes when they really shouldn't have dropped
      - No easy solution. Encourage students/advisees to talk with faculty before dropping.
  - Low hanging fruit: How much is that really going to save us? (15% = \$175k)
    - \$600k on adjuncts, supplemental pay -> could we save half of that?
    - We have cut down a bit on adjuncts the past 2.5 yrs
  - Recruitment: What is the key issue that a family/prospective student looks for in a college?
    - Cost: Housing & Food costs are a big problem
      - Mont Alto Village: private room, air conditioning... -> less expensive than dorm
      - Looked to see what discounts & how many students would be needed to make it feasible
      - We lost students to Abington dorms, but we have no control over Housing & Food costs
      - Dorms are not welcoming- depressing... -> We have no control over that.
      - We have to focus on what we can control.
- Please let Anne know if there is anything that you think of.
  - Syndaver -> the only one at a local college -> more advertisement?
- Sometimes we are asked to do things that are totally out of our expertise- marketing...
  - What are other colleges doing and what might be most effective?

#### MAFS Committee Reports

- Please share by email

University Faculty Senator Report -> no time

Open Discussion / New Business -> no time

#### Adjournment

MAFS Meeting Dates for Spring 2020: Friday, 1/24; Friday, 2/21; Friday, 3/20; Monday, 4/13  
 Next MAFS meeting Friday January 24, 12:20pm-1:10pm, 204 ST.