

SUBOA Minutes January 21, 2009

Nick Lyons called to order 1:05 PM

Officers' reports- President-

Agenda change: Curtis Lloyd and Ray Haines in at 3:00 to discuss ideas on how campuses can prepare and proceed in the event there is no restoration of previously cut budget funds. Jim Van Voorst and Wendy Gilman attending by invitation.

Need next iteration of budgeting model, BAP no longer useful; doesn't recognize technology or utilities.

HR group looking at having annual meeting in spring (exec committee only) and again in fall (full group) because of issues relevant to current events. Looking for approval/support from SUBOA. Noted that different groups have various approaches to travel guidelines, e.g.: PPA canceled, etc. SUBOA ok's and recommends that it be SUNY specific such as training; use conference calls where possible.

Re-engineering, recommendations from SUBOA as a group. Handout of ideas provided by Ken Levison. Variety of efficiencies discussed. Sub-committee may present SUBOA ideas to Admiral Crane, presenting consensus of ideas for streamlining and decentralizing as needed. Call for volunteers to formulate arguments ...? Nick Lyons will contact Admiral to announce upcoming document, as well as begin the process of garnering support/recommendation from presidents. Suggested that it would be beneficial to have a member of SUBOA as a member of the Committee on Efficiency. No campus representation except for Vice Chancellor Crane. Ken volunteered?

Ray Haines – *Retrenchment and Reductions in Staff Planning* handout. Handout provided will be discussed in detail at the HR meeting in March.

Action starts with HR departments, who have fiduciary responsibilities to campus and employees. Exhaust all other avenues before retrenchment.

Article 78: Allows president to be sued if procedures and protocol are not followed; i.e.: action is arbitrary and capricious.

Dialogue ongoing between Curtis and the ERS as recently as this week and there is nothing definitive. All current rumors are simply rumors. ERI Does not provide short term savings, but gives some flexibility.

Two questions repeatedly asked of Curtis are answered as follows:

- 1.) Next 1% of the 3% mandatory employee retirement contribution for tier 3 and 4 employees is *not being rescinded*; it will still be eliminated as promised.
- 2.) *April raises for MC and CSEA are still expected to be distributed* and are being processed by OSC.

Nick Lyons adjourned at 5:06 PM

SUBOA Minutes January 22, 2009

Nick Lyons called to order 8:00 AM

Introduced new SUBOA member, Joe Rufo VP Administration Services ESF

Vice Chancellor's report, Jim Van Voorst-

DOB/legislative support for leaving tuition at SUNY, but budget cuts would remain. Apparent lack of understanding of the complexities of SUNY vs. K-12 environment. Discussed specifying cash for defined purposes as well as for actual reserves for future contingencies. Emphasized need for thoroughness in preparing cash balances for arguments at DOB. Discussion regarding framework of request and basis for

Discussed negative publicity surrounding RF, and their cash balances.

Annualized \$96.3 million cut now going out to all campuses; change in reporting method for statutory colleges; 2009-10 keep tuition but offset with \$76 million in support cuts. DOB says no consideration for GA/TA, they are liable for tuition. BOT position is to keep all of tuition. Core budget will be impacted to extent of tuition increase. 2009-10 arguing that tuition will remain in budget. BAP is effectively dead with this scenario. BOT 21% increase for graduate in-state tuition. \$40 million cut allocation based on total state support budget. Tithe on federal research, \$7.8 million being distributed to campuses based on federal grants that come in through RF. Adding this cut to the reduced endowment revenue and lost interest income campuses are experiencing, it becomes cumbersome to track the total losses to campus overall.

Distributed copies of Joint Legislative Hearing. Encouraged members to view entire hearing on webcast. Distributed copies of NYS Underinvestment in Higher Ed.

Rick McGinn left SUNY; Jeff McGrath filling in as internal Control Officer. IC reports still due as usual. IC going to combine annual survey in March with annual status update to require only one submission per year. Due this year June 30th; following years will be due March 31st.

Spring tuition will be added to bill for China 150. China 150 program wrapping up.

In final stages of changing the flow through of \$105 million OCFS funds through IFR to RF to reduce allocation needed for IFR. MOU's being updated to reflect this. Will extend plan to other federal flow-through funds.

Broad based fees- due diligence in process, unknown whether fees will go through this year. Will depend on tuition situation. Glick wants fee increase to be offset with tuition give back. Note: \$40 million "sweep" of IFR funds is *already a cut to fees* since they are primary component to IFR's. HEPI will go up to 4.0%, a correction from the 3.6% published earlier. Use 4.0% for increase requests.

Phil Wood and Bob Haelan from capital –

Dealing with mixed messages from government between stimulus and ability to spend. Critical maintenance commitment approved for second year (part of a fifteen year commitment). B-1184 is not meant to curtail spending despite its apparent affect. CF working on NYSERDA money that will promote energy efficiency. All prior year projects have been fully re-appropriated for this year. Need to continue spending old and new CM funds. Potential to get a modest increase in federal stimulus. Many caveats to overcome.

Once credit markets gave way, bond sale took place and should carry CF through May-June timeframe.

B-1184 approvals now taking about a week. OSC is approving contracts as well. CF caught up with 1184 backlog and now some forecasting taking place to anticipate future needs. Suggests campuses do the same thing. Do not let 1184 interfere with procurement processes. Revised 1184 bulletin is rumored to be forthcoming soon. May be a self certification clause for health and safety projects. 1184 does not supersede normal approval process on projects and CM.

Program managers being reassigned to assist campuses with backlogs in budgeting and scoping projects.

CF teams will be visiting campuses to update campus let procedures. Not meant to be paternalistic approach.

Campus Master Plan programs continuing. In process of executing seven contracts (first wave) and run ads for eight more.

CF working on making DOB understand critical maintenance is health and safety. Also advocating for article 7 items and legislative flexibility. Burdened by hiring freeze in not allowing staffing of Office of Capital Facilities.

Audit, Mike Abbott –

Handout on status of OSC audits

OSC final audits available on OSC website. IT and Cannon Design follow up audits just announced.

SUNY audit reports issued for *student textbooks* and *key controls over cash receipts*. Concerns noted of cash control at remote sites. Bursar office controls generally good.

Mike Abbott asked SUBOA members to distribute documents he prepares to the appropriate departments affected by the audits. E.g.: the Cash Controls to Bursar's Office.

Counsel Update, Marti Ellermann –

Handout on advice regarding impact of new regulations 'e-verify' on SUNY campuses. Effective date of this law has been extended to February 20, 2009. Employment verification system to verify identity and allowability of person to work in U.S. For higher ed. employees it affects only employees working on federal contracts greater than \$100,000 and 120 days. Counsel requests that campuses review memo and report how many employees may be affected by this new regulation. Grants and cooperative agreements are not included in this requirement. This is not designed to replace the I-9 but augments it.

Also handout on guidelines concerning the propriety of a state agency accepting gifts. Ethics Committee specifically identified gift baskets and faculty accepting sample textbooks. (Sample textbooks addressed in the new legislation effective in 2009.)

New worker's comp form required from vendors attempting to contract for licenses, etc. Information being sent to Purchasing offices.

Legislative update, Jim Campbell –

Handouts on NYS testimony, UUP testimony and bill on UB2020. *Please read.*

Bill in discussion on assigning all RF employees as classified. Highly opposed, been floating around for a long time, more to come.

Nick Lyons adjourned at 11:35 AM