

May 18th, 2022 (Final version)

To: Provost Office

From: James Grogan
Chair Senate Budget Review Committee (SBRC)

RE: Year-end report

SBRC met at least once per month beginning in the 2021-2022 AY. Leadership changed from Deanna Hays, SHS, to James Grogan, OUWB, at the time of the last annual report in August 2021. Dr. Heidi Lyons accepted the nomination to vice-chair of the committee, and the committee approved the nomination by a vote. The first meeting was in September 2022, and a complete list of meetings can be found at the end of this report in Appendix 1. The Senate Steering Committee assigned the complete list of members for 2021-2022 in August 2021, with one additional change to the membership in September 2021 (see Appendix 2). Members who completed three-year terms in 2022 are Dr. Lyons, and Dr. Grogan. These members will require replacement by the Steering Committee to maintain the current membership and participation.

The previous and current chairs agreed that it would be helpful to maintain documentation for the committee in e-Space. This e-Space repository was maintained at: <https://espace.oakland.edu/course/view.php?id=1094> with the title "Senate Budget Review Committee". The folders within this repository are listed in Appendix 3. Membership changes on the committee in 2022 for the 2022-23 AY will require the re-assignment of access rights to this repository.

Attendance and engagement of the membership were excellent throughout the year, with all members being responsible for providing advance notification to the chair in rare instances when members were unable to attend. Standing meetings were established in the first meeting on the second Monday of each month at 9 -10 am. Additional sessions were required to complete the PA program review, meet with the Provost regarding the Baker purchase plans, meet with the Assistant Dean for Academic Affairs, meet with the VP for University Advancement regarding university lands, and meet with the President in a joint meeting with the SPRC.

Overview of SBRC activity

The SBRC received requests to review three programs during the Academic Year. It provided recommendations to the Senate regarding these programs as follows:

1. The SHS, Physician's Assistant Program (graduate-level) was introduced to the committee in the September 15th meeting and approved by a vote of members in the September 27th meeting.
2. The committee first received the SHS, Bachelor of Science Degree in Health Systems in March 2021. After requests for clarifications were sent to program leadership in SHS, the membership agreed that the SHS leaders answered their questions. The SBRC voted by e-mail following the

October 11th regular meeting to approve the budget for further review and forwarded this advice to the Senate Steering Committee by letter.

3. A request was made to the committee to review the BS-MS Degree in Safety Management. This request was redacted after reviewing the guidelines for Senate review of combined programs. No further action of SPRC was taken on this combined program.

The SBRC utilized a new Proforma template and required the use of this template for submissions made in the 2021-2022 AY. These materials are also included in e-SPACE.

The President of Oakland University first mentioned interest in SBRC as a target for greater budget transparency during a presentation to the OU Community in November 2021. Following this announcement, the Provost, through the active engagement of the Associate Provost for Operations, initiated dialogue with the SBRC members in this objective. The ex-officio budget member and VP of Finance and Administration started training sessions for the benefit of SBRC committee members in December 2021 and January 2022, outlining features of the General Fund Budget and providing an overview of the budget process for operations.

The Provost's Office promoted further education for the committee by promoting discussion with key budget stakeholders at this time. The Interim VPFA and the Asst Dean for Academic Affairs both visited with the committee and shared insights that were helpful to begin a dialogue regarding planning processes and suggested ways that the committee might develop a higher level of engagement in discussions to represent faculty views in budget development and planning. A joint meeting with Senate Planning, the Provost Office, and Budget & Financial Planning to discuss University resources, budget, and impact of Covid-19 was held on April 27th. Members were invited to present questions to the Provost and Chief Financial Officer.

In an additional *ad hoc* meeting of the SBRC on April 27th Dr. Edrisinha was nominated to chair the SBRC for AY 2022-2023, and was approved by a unanimous vote of members. The SBRC would like to extend its gratitude to those members of the administration who were active in developing greater access to the OU budget process and are encouraged that the spirit of this enterprise has gained traction and will continue into the 2022-2023 AY and well beyond in the best interests of faculty-administrative partnership and shared governance.

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Respectfully yours,



James Grogan
Rochester, MI

cc: SBRC e-Space

Appendices

Appendix 1 Meetings of the SBRC: 2021-2022 AY

Appendix 2 Members of the SBRC: 2021-2022 AY

Appendix 3 List of Folders in SBRC e-SPACE: 2021-2022 AY

Appendix 1 – Meetings of the SBRC: 2021-2022 AY

<https://espace.oakland.edu/course/view.php?id=1094>

September 15th (9-10 am): Regular meeting date (Ebner-Smith, Lynch, Papadimitriou)

September 27th (9-10 am): Additional ad hoc meeting of SBRC (Ebner-Smith, Gietzen)

October 11th (9-10 am): Regular meeting date

November 8th (9-10 am): Regular meeting date (Banes-Berceli)

December 13th (9-10 am): Regular meeting date, Training (Hargett)

January 10th (9-10 am): Regular meeting date

January 26th: Special meeting to review Baker planning (Rios-Ellis, Banes-Berceli)

February 14th (9-10 am): Regular meeting date (Banes-Berceli, Cooke, Burrington)

March 14th (9-10 am): Regular meeting date (Banes-Berceli)

April 11th (9-10 am): Regular meeting date, with SBRC-SPRC joint membership (Westfall, Banes-Berceli)

April 27th (12:00 pm -12:30 pm): Ad hoc meeting, SBRC only

April 27th (12:30 pm to 1:30 pm): Joint SBRC-SPRC meeting with Provost for budget review (Hargett, Rios-Ellis)

May 17th (1-2 pm): Joint meeting of SBRC-SPRC (President Pescovitz, Provost Rios-Ellis and members of administrative leadership.)

Appendix 2 – Members of the SBRC: 2021-2022 AY

James Grogan, PhD

SOM , chair

2019-2022

Leaving

Heidi Lyons, PhD	CAS, vice-chair	2020-2022	Leaving
Sumi Dinda, PhD	SHS	2021-2024	
Chaturi Edrisinha, PhD	SEHS, chair-elect	2021-2024	
Michele Knox (Ex-Officio)	Budget	Service continuing	
Christopher Kobus	SECS	2020-2023	
Karl Majeske	SBA	2020-2023	
Anthony Tomczyk (AP)	Budget	2021-2024	

Appendix 3 – List of Folders in SBRC e-SPACE: 2021-2022 AY
(<https://espace.oakland.edu/course/view.php?id=1094>)

SENATE BUDGET 2020-2021

- Meeting Minutes
- Program Proposals and Budgets
- University-wide Budget Documents
- Committee Referral Letters
- Committee Process and Current Membership
- Year-end Reports
- Correspondence
- Training Materials
- State-wide Budget Documents
- Enrollment Data 2022

Budget Review Committee Charge

- SBRC Charge

Materials for New Program Proposals

- Senate Budget Review Committee Review Outline
- Proforma Template Instructions

New Program Proforma Template (excel)

History 2015-2020 [Includes All Folders listed, Folders include multiple files]

2018 Meeting March 12, 2018

2017 Meeting September 20

2017 Joint Meeting October 11

2017 Meeting November 7

2018 Materials to Review

2017 Minutes from Meetings 2015-2017

2017 Old Proposals and Responses

2018 Meeting January 15

2018 April 2 Meetings

2018 Meeting April 12