

**FACULTY SENATE  
EXECUTIVE COMMITTEE**

The Executive Committee of the Faculty Senate met on Wednesday, May 17 , at 3 p.m. in the University Club Library, Chair Krista Wallace-Boaz presiding.

**VOTING MEMBERS REGISTERING ATTENDANCE:**

Krista Wallace-Boaz, Enid Trucios-Haynes, Pam Feldhoff, Robert Barker, Terri Holtze, David Owen, David Simpson, Martin Hall, Susan Peacock, Karen Hadley, J.P. Mohsen, Kurt Metzmeier

**VOTING MEMBERS NOT REGISTERING ATTENDANCE:**

Roger Bradshaw, Chin Ng

**OTHERS IN ATTENDANCE**

**PROVOST DESIGNEE:** Tracy Eells

**STAFF SENATE REP:** Ginger Brown

**CALL TO ORDER**

**ACTION ITEM: Approval of Minutes – Wallace-Boaz**

The minutes of the April 19 and April 26, 2017 meetings were approved as distributed.

**REPORT: Student Government Association – Fuller**

No report was made.

**REPORT: Staff Senate – Brown**

No report was made.

**REPORT: Faculty Senate Chair – Enid Trucios-Haynes**

Chair Trucios-Haynes reported on several topics, including:

- **Budget** – The budget will be presented to the Board of Trustees at its meeting tomorrow. The \$48M shortfall will be addressed through cost savings. Service units are also taking budget cuts. In HR, savings will be met through operations. A discussion of the \$48M shortfall took place. Questions regarding the source of the shortfall were voiced. Partial contributions included: unrealized tuition (~\$11M); summer teaching stipends; under realized TIF revenue; the new HSC Pediatrics building; and, \$23M in lost ULP clinical revenue. More questions arose as to how that much can be saved. Examples of where savings will occur included bulk purchasing of large-scale items (equipment and computers) and software. Chair Trucios-Haynes reported that the Budget Development Committee (BDC) has added new members and will create subcommittees to study university values, faculty workloads, staff vulnerability with budget cuts and revenue enhancement ideas. In 2018, a *shadow budget* will be used, meaning, units will be on a performance-based budget model trial to determine if that model would work in the future. For the 2019 budget, the BDC is working on a list of principles and priorities to drive that budget.
- **Board of Trustees** – The Tenure Policy and the Nepotism Policy are on the agenda for tomorrow’s Board of Trustees meeting, in the Jefferson Room, from 10:30- 2p.m. There is a subcommittee for tenure that will look at our system, how it compares to other institutions, and if it is even necessary. Everything is on the table. The University’s mission statement will also be discussed. Asked about the \$6M in projected revenue from the downtown TIF, the Chair said

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the actual income is \$1.5M. Committee members felt using actual numbers is better than projections.

- **REDBOOK Consultation Committee (RBCC)** – The first meeting was well-attended. Susan Jarosi has agreed to serve as co-chair. The committee will develop its own list of presidential attributes. The next meeting will be in early June. The Chair believes that the presidential search will take off after the June Board of Trustees meeting on June 15.

### DISCUSSION and UPDATES – Wallace-Boaz

- **Posting Syllabi on Blackboard** – Provost Billingsley asked the Executive Committee to discuss this. Many syllabi are not posted in a timely manner and this is something that SACS take into consideration for accreditation. A brief discussion took place on the posting difficulties and technical glitches associated with Blackboard. One problem mentioned was there is no simple or uniform way (template) and all units post differently. Some units have the Unit Secretary post it and, in some units, the department chair has to keep track of who has and has not posted. The timeliness of ordering of textbooks was another issue. Some faculty review books over the summer and have not chosen their course textbook to post by the end of the spring semester. Some adjunct professors are not hired late in the summer and haven't had the time to post a textbook. All agreed the process was outdated and should be much easier to post syllabi and order textbooks.
- **UofL Values: Working Document** – This is a working document and not to be distributed. Discussion was tabled until next week's meeting. Send any ideas to David Owen.

### REPORT: Jeanelle Hughes and Lee Smith (4:00 pm)

Committee introductions were made.

Several topics were discussed, including:

- **Healthcare Waiver** – Some committee members had constituents ask about the loss of the health care waiver. Ms. Hughes explained that it allows employees who take healthcare from another source, to be paid \$2100 a year into their Flexible Spending Account. This waiver is taken by about 800 employees, costing the University about \$1.5M annually. The committee appreciated the explanation. The waiver is also out of compliance with ACA.
- **Cost Savings** – Asked for a list of cost-saving measures being undertaken, Mr. Smith responded that there are a number of areas where opportunities are being vetted. There are no guidelines to follow. He is hoping to save \$10M in both operational and procurement savings. Some of the areas under consideration are:
  - **Energy Management** – The annual cost of utilities is about \$23M. There are buildings that are heated or cooled 24/7. Some are necessary, but others are empty over the weekend and during the night. It is difficult to monitor savings on utilities. Some ideas to address this are:
    - Audit monthly energy bills
    - Possible use of natural gas at a cheaper price

**Question:** Senate Chair Trucios-Haynes asked how much could be saved and by when. Mr. Smith said he was working on it with an energy auditor and may have more information by the end of next month.
  - **Information Technology** – This is another area where opportunities may be found. IT is decentralized with Tier 1s. Opportunities may be found in:

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- **PC Procurement** – Currently, there are hundreds of different PC models being used. Many employees buy their own PCs, which can create a security problem. One idea is to create a virtual desktop, where employees log into a central server. Tier 1s would develop a set of specifications of PC choices. When ordered in volume, there is a lot of savings.
  - **Question:** What are the procurement cost savings and when will they be realized?
    - Each year, \$320M is spent in procurement. Anything over \$0K has to go out for a bid, and that does not guarantee the best price. Moving forward, procurement will help units negotiate pricing. Some invoice terms are Net 30 and some offer 2/10 – which requires a quick turnaround on cash, which is in short supply. Also, on the pro cards, we get a rebate and need to use that in more purchases.
- **Software** – Savings could be found in buying software. There are many copies of the same software being used all over the University. People tend to purchase the highest version of software, but only 20% of the features are used. Savings could be found in only buying what we need. Another savings could be found in the Help Desk software. We currently use *ServiceNow*, and are looking for a lighter version.

**Question:** Chair Trucios-Haynes asked how much money could be saved and by when, Mr. Smith responded that he doesn't have an exact number. He gave the example of a unit paying more for a software program than an enterprise system had paid.
- **Managed Print** – This idea had been presented to the Executive Committee earlier this semester. Mr. Smith said an RFP will be sent out this summer.
- **Wired/Wireless Networks** – The current routers and switches reliability will end in January 2018. It will cost about \$8M to replace it all. He is looking for providers to deliver service across campus. An example of wireless network savings is the \$75K-\$100K that was saved in the dorms. Two years ago, students complained that service was spotty. A third party provider took over and there have been no more complaints. Mr. Smith said he uses a firm to review and advise on all IT contracts for best practices. Wireless does not work in every situation, so some wired will remain.
- **Challenges** – Many procedures have not been changed in 30 years. Communicating what procedures are allowed can be a challenge. This summer a new pro card reconciliation process will be put in place. Next year purchases will be held to only what is core to the mission, and to recoup those savings.
  - **Question:** Savings of \$10M in procurement and \$10M in operations – are these realistic numbers?
    - Based on the literature and experts, these are very realistic numbers. The difficult part comes in a culture change. We cannot achieve savings without a change in behavior. There are off campus, non-revenue generating real estate holdings that cost to maintain and are being used for offices for 8 or 9 people. Maybe these offices can be consolidated into fewer buildings.
  - **Question:** What about ShelbyHurst?

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- It is on the list to be studied how it is managed.
- Question: How do we get buy in from the units? How can units benefit from the savings? This seems punitive and hurt morale.
  - He is looking at how units will benefit, but it needs more work.
- Ms. Hughes mentioned they are working on a tool kit for each unit to see how they are saving through compensation, attrition and procurement.

**STANDING COMMITTEE REPORTS – RESCHEDULED FOR NEXT WEEK**

**ACADEMIC PROGRAMS COMMITTEE (APC) – Ng**

**COMMITTEE ON COMMITTEES & CREDENTIALS (CCC) – Hall**

**PART-TIME FACULTY COMMITTEE (PTF) – Peacock**

**PLANNING & BUDGET COMMITTEE (P&B) – Hadley/Mohsen**

**REDBOOK COMMITTEE (RB) – Metzmeier**

**OTHER COMMITTEE REPORTS**

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ANNOUNCEMENTS**

None

**ADJOURN**

The meeting adjourned at 5:00 p.m.

Respectfully submitted,  
Gretchen Henry