MINUTES OF A SPECIAL MEETING OF THE EXECUTIVE COMMITTEE
OF THE BOARD OF VISITORS OF VIRGINIA COMMONWEALTH UNIVERSITY

May 5, 1981

A special meeting of the Executive Committee was held on Tuesday, May 5, 1981, at 8:30 a.m. in the Conference Room at 910 West Franklin Street.

Present were Drs. Gayle and Nemuth; Mesdames Bemiss and Satterfield; and Messrs. Grey and Ludeman. Mrs. Thalhimer was absent. Also present were Drs. Ackell, Hall, Harris, Salley, Wilson and Woods; Messrs. Bruegman, Cribbs and Guerdon; Miss Cosby and Mrs. Price.

Mr. Bruegman presented the Budget Report for Educational and General Funds for the 1980-82 Biennium. He highlighted the 1981-82 budget plan with the following information:

Revenues

1. Total revenue will increase by $6.5 million in 1981-82 over 1980-81. This represents an overall increase in the budget of 8 percent.

2. State appropriations increase by $2.1 million or 3.7 percent and include the following additional amounts appropriated during the 1981 session: $645,000 for an additional 2 percent faculty salary increase and $97,000 for an Emergency Medical Training program.

3. Central transfers include an allocation from the Economic Contingency for Other Objects. Receipt of $1.2 million is budgeted against a request of $1.5 million.

4. Tuition and fee revenue will increase by $2.5 million or 14 percent. This increase is based on an average, overall increase in the tuition and fee schedule and an expectation that community education programs will support 130 percent of their projected direct costs.

5. Cost reimbursements from federal grants and contracts have been reduced by $294,000 or 16 percent to reflect cutbacks in federal funding.
Expenditures

1. Expenditures are expected to match revenues and still allow for a contingency of $927,000. The contingency will be used to cover any short-fall in revenue, to support unanticipated cost increases during the fiscal year, and to fund additional equipment and basic operating support needs.

2. Personal services expenditures will increase by $7 million, or 10 percent over 1980-81. This increase must support a faculty salary increase averaging 10 percent and classified salary increase averaging in excess of 11 percent.

3. Basic operating support and equipment budgets have only minor adjustments from 1980-81 to 1981-82. The contingency has been utilized in past years to provide additional support in these areas based on demonstrated need. This practice will continue in 1981-82, but at a reduced level.

4. Major increases in non-personal services occur in the following categories:

   . Contract services have increased $185,000, or 4 percent, based on appropriated levels of support for the VCU/VCCS Consolidated Computer Center, and the Family Practice Program.

   . Telecommunications costs have increased $408,000, or 19 percent, to fund a 20 percent increase in rates.

   . Energy costs are expected to increase by $496,000, or 12 percent.

   . Library books and periodical budgets have been increased $166,000, or 16 percent.

Mr. Bruegman also reviewed the Manpower Utilization Plan highlights for 1980-81 and 1981-82:

1980-81

1. Budgeted authorized employment levels will be 21.11 FTE positions below the state-controlled authorized employment level. This is less than one percent of the total positions authorized.
2. Under-utilization of the 21.11 FTE positions occurs exclusively on faculty lines, and was necessitated due to lack of funding needed to support additional positions.

1981-82

1. Budgeted authorized employment levels will match state-controlled authorized employment levels.

2. Classified staff turnover and vacancy factors have been increased from 2.8 percent in 1980-81, to 4.1 percent in 1981-82 for budgeted positions in order to remain within state-controlled authorized employment levels. Based on experience during 1980-81, this upward adjustment seems realistic.

Mr. Bruegman reported that the budget for 1981-82 will be tighter than 1980-81; however, he feels that it will be manageable. Mr. Grey asked how enrollments looked for the fall of 1981. Dr. Hall responded that our applications are up approximately 17 percent over last year, and we are optimistic that we will meet our enrollment projections for the fall of 1981.

On motion made and seconded, the Committee approved recommending the Budget Report for Educational and General Funds for the 1980-82 Biennium, to the full Board at its May meeting.

Mr. Guerdon presented the Proposed Schedule for Tuition and Fees for 1981. He indicated that the average tuition increase for all students would be 12.4 percent. Mr. Guerdon stated that it would cost a Virginia undergraduate student approximately $3,000 to $3,500 for tuition, fees, room and board at VCU. Following a discussion, on motion made and seconded, the Proposed Schedule for Tuition and Fees for 1981 was approved for recommendation to the full Board at its May meeting.

Dr. Ackell presented the revised Institutional Priorities Document. He indicated that this version had been revised from the preliminary draft that the Board had reviewed at its January meeting. This document has received wide distribution throughout the University and was published in VCU Today. It was discussed at the school level
and by various governance and administrative groups. Following a discussion, on
motion made and seconded, the Institutional Priorities Document was approved with
the following change being made on page 3, first line: "Virginia Commonwealth
University provides society with broadly educated individuals, including profes-
sionals who can use their education to help resolve the problems of society and
concomitantly enrich their own lives and those of others." This document will be
reviewed by the full Board at its May meeting.

Following a discussion on motion made and seconded, the following Resolu-
tion was approved:

WHEREAS, the Virginia Commonwealth University administers
income received from the Estate of Isaac Davenport and is re-
quired to certify each year to the Virginia National Bank as
to the handling of these funds:

BE IT RESOLVED, by the Board of Visitors of Virginia Common-
wealth University that the income from the Davenport Estate
has been applied strictly in accordance with the terms of the
Will during the Fiscal Year 1980; and

BE IT FURTHER RESOLVED, that all future remittances from
said Estate will be applied likewise.

The meeting was adjourned at 9:45 a.m.

Harold I. Nemuth, Secretary

Approved:

Anne P. Satterfield, Rector