

**University Advisors' Network**  
**Wednesday, October 17<sup>th</sup> 2018**  
**9:30-11:00am, Capstone Campus Room (1<sup>st</sup> floor)**

Attendees: Patricia Armstrong, Kay Banks, Valeria Bates, Jane Bouknight, Rebecca Boyd, Laura Brasshears, Brian Dusel, Amber Fallucca, Meghan Fields, William (Trey) Franklin, Dawn Hiller, Sarah Jerald, Sarah Jusiewicz, Loren Knapp, Helen Le, Leslie Lovelace, Sara McConville, Paige McKeown, Meredith McNeice, Matt Miller, Carla Pfeffer, Gina Polizzi, Jay Pou, Paul Stoltzfus, Catherine Studemeyer, Nancy Tolson, Jeff Turner, Sandra Varney, Heidi Waltz, Lianming Wang, Donna Watson, and Jeff Wilson

**Welcome & Approval of September minutes**

**Loren Knapp & Claire Robinson**

- September minutes approved

**New Budget Model**

**Mary Alexander**

- In 2007 we were on a VCM model; every February budget would go to the academic units and review data points
- Learned that more revenue would be found in summer classes
- All revenue stayed in the academic units and not in the university
- University could not make their bills
- In 2008, de-centralized the budget; all goes back to the central administration
- All units would send requests to BUG for approval and then the funds would be transferred
- Deans not feeling any incentive to grow
- Board of Trustees get reports outlining how much money was in the A, E, Z etc. funds but no bottom line amount
- Contacted Elliott Davis outside accountant to develop guiding principles for budgets; HURON has been contracted to help set these principles up
- A steering committee was formed consisting of 3 deans (CAS, Engineering, Business), athletics, Finance, and Faculty Budget Committee
- Started after Christmas 2017, the committee did the following: developing the guiding principles, financial model, spoke with Deans 4 different times to go over the model
- July 2018 began the partnership year of running a parallel model (current budget model with the new model running alongside making predictions)
- Met with business managers on how to use the new model
- New model will start in July 2019
- Guiding principles are
  - Advance University mission
  - Feature incentive
  - Highly collaborative
  - Shared commitment to financial health
  - Consistent and fair methodology
  - Trusted reliable data

- Revenue and expense allocation
  - Direct revenue – summer tuition goes directly to the college
  - Allocation of general revenue – tuition
  - Direct expenses – personnel, fringe, rental
  - Allocation of indirect expenses
  - Use of control funds
- Critical Model Discussion
  - Unit organization – 15 academic units, auxiliary such as housing, parking, health services, athletics, central
    - Lab fees goes directly to the college
    - SCHC does not get any tuition dollars
  - General undergraduate tuition – 80% goes to the college of instruction, 20% goes to the student record unit
  - General state appropriation – 70% goes to enrolled resident unit, 30% goes to the academic unit on grant and contract
  - IDC (Indirect Costs) – 100% to campus units where IDC is generated
  - Cost Pool Allocations – support the support units such as IT, Library
  - Central Funding Mechanism – from a participation fee (tax)
  - Carry forward – current carry forward tax policy
- Cost Pool Allocations
  - IT, facilities (based on how much space each college has) (example – CAS has 45 buildings and Engineering has 1 building), SCHC, Academic affairs
    - Academic access and degree completion programs – OYT, Palmetto College, Distributed Learning
    - Research, academic support – University 101, academic support services
- Close- Hipp is opening this coming year
- HRSM will be moving to Close Hipp
- Opening up classrooms in the Coliseum
- Relevant for 5 years then reassess the model
- Graduate and Summer tuition – 100% goes back to the college
- If there is a shared graduate program, MOU on the graduate student for the tuition dollars
- IDC – 100% to the campus
- Central funded - address mission critical needs university wide priorities
- Carry forward – not changing
- OYT is a service unit, not getting tuition; recurring budget to hire faculty
- If CAS need 5 new faculty to teach and MOU can be created to transfer 100% fees going to CAS
- Comes from the college not the department; take over the cost of the faculty
- Tuition dollars come to CAS instead of going to OYT

- Leslie Lovelace brought out that faculty can only teach a 3:3 load and if they have a qualified professor who could teach the course cannot because that would give a 4:3 load which HR would get upset
- New budget starts July 1, 2019
- School of Music and Engineering will have a negative balance
- HRSM and CAS will be in the positive
- Subvention – this is a word that we will be hearing quite a bit
- This is where a positive balance will have to subvent the negative balances
- This is decided a year in advance and have a plan if you go over this balance.
- It does not affect the carry forward
- Strategic Initiative - % of money benefits the mission and put through BUG
  - Needs to be a 2-3 year imitative and is not a forever recurring fund
- Governance has the following
- Operational Support Team (data collection, credit hours, square feet, financial forecast) ➡ Advisory Committee (curriculum committee, will include Deans and Associate/Assistant Dean) ➡ Decision Maker (final decision with President with input from Provost and VPFA)
- This is all funds restricted and unrestricted ones.
- Deans will know the full cost of support services
- Now we will be able to plan strategically for the future
- We will now maximize space, increase class fill rates, optimize course offerings
- Provost office no longer has money to give out
- Blueprint process – 3-year projection of academic unit then goes through all programs
- HURON developed a new tool for projection with budget managers
- Cheryl Addy will be putting together faculty training and business managers that are new

## Academic Common Market

Meghan Fields

- Website - [https://sc.edu/about/offices\\_and\\_divisions/provost/planning/academicprograms/acm/](https://sc.edu/about/offices_and_divisions/provost/planning/academicprograms/acm/)
- Change on our Maintaining ACM page regarding Academic Common Market students and Dual/Double majors ([Effective Fall 2019: Declaring a Dual/Double Major](#)).
- Beginning Fall 2019, new ACM students that wish to declare a dual/double major may only choose a major which is [ACM-eligible for their state of residence](#). ACM students that change out of their primary ACM approved major will lose their USC ACM tuition reduction.
- Current students with non ACM-eligible dual/double majors will be grandfathered in under the same major for 5 years from the first term of enrollment at USC. **More information is available on our [Maintaining ACM page](#) on the USC ACM website.**

- [https://sc.edu/about/offices\\_and\\_divisions/provost/planning/academicprograms/acm/maintainingacm.php](https://sc.edu/about/offices_and_divisions/provost/planning/academicprograms/acm/maintainingacm.php)
- Starting Fall 2019, new ACM students will also electronically sign-off/acknowledge the following each semester:
  - As a recipient of the Academic Common Market (ACM) tuition reduction, I understand that I must remain in my primary USC ACM approved program. If I wish to declare a dual/double major, the only majors I may choose are those that are [eligible for my state of residence](#). If I wish to declare a non-ACM eligible program for my state of residence, the ACM tuition reduction will be **removed from my account**. If I change out of my primary USC ACM approved major, the ACM tuition reduction will be **removed from my account**. If this major change occurs, **I may owe back the ACM tuition reduction for the semester I made my major change**. I will be required to [apply for ACM](#) if I wish to receive ACM under another major.
- Second major does not have to go through the state for approval
- If a student declares a second major that is not part of ACM, they have 5 days to back out of it
- Graduation cannot have it added to the record. Student will be back billed \$10341 which must be paid before they can walk or have their name called out at graduation.

### **Advisor Professional Development opportunities**

#### **Jane Bouknight and Sarah McConville**

- Advising notes, Level 3 launch/college certification reports/rewards, NACADA conference attendance, Lunch & Learns, Training Opportunities
- [https://sc.edu/about/offices\\_and\\_divisions/advising/advisor\\_toolbox/training\\_events/index.php](https://sc.edu/about/offices_and_divisions/advising/advisor_toolbox/training_events/index.php)
- 366 advisors have completed the Foundation course; 115 advisors have completed Level One
- Level Three launched in September 1
- Advising notes – in April a focus group was formed to get a set of best practices and developed a draft which was handed out at the meeting
- They want feedback
- December 11 will be a Lunch and Learn session to discuss and approve the draft to be sent to general counsel for their approval

### **Appreciating Academic Advisors program**

#### **Sandra Varney**

- [https://sc.edu/about/offices\\_and\\_divisions/advising/advisor\\_toolbox/advisor\\_appreciation/index.php](https://sc.edu/about/offices_and_divisions/advising/advisor_toolbox/advisor_appreciation/index.php)
- Students and other advisors can fill out cards showing their appreciation for the hard work an advisor has been doing or go online at the above address
- In December a \$25 gift card will be awarded to an advisor

- In November, students will be emailed about the opportunity to praise their advisor

#### **UAN member updates**

- Honors – SEP plans have been stopped because it was slowing down the system
- Departments please do not edit the Honors plan
- Make a new plan for the non-honors courses

#### **Adjourn**

#### **2018-2019 UAN dates:**

Nov. 7 – Campus Room, Capstone  
Dec. 12 - Capstone 17<sup>th</sup> Floor  
Jan. 16 – Campus Room, Capstone  
Feb. 20 – Capstone 17<sup>th</sup> Floor  
March 20 – Campus Room, Capstone  
April 10 – Campus Room, Capstone  
May 15 -- Capstone 17<sup>th</sup> Floor