

Committee on Priorities and Resources
Meeting Minutes – March 29, 2013

In attendance: Assistant Director Carol Allman-Morton, Prof. Rob Benedetto, Dean of the Faculty Gregory Call, *ex officio*, Rental Property Supervisor Jonathan Devins, Christopher Friend '14, Treasurer Shannon Gurek, *ex officio*, Prof. Jagu Jagannathan, chair, Prof. Pavel Machala, Prof. Karen Sánchez-Eppler, George Tepe '14, *ex officio*, and Sarah Barr, recorder. Director of Facilities and Associate Treasurer for Campus Services Jim Brassord and Director of Athletics, Suzanne Coffey, guests.

Not in attendance: Roger Creel '13 and Director of Human Resources Maria-Judith Rodriguez, *ex officio*.

The meeting was called to order at 2:04 pm.

Proceedings

1. Minutes – The minutes from March 1 were approved.
2. Facilities Budget Request – Jim Brassord summarized the budget request for facilities and answered questions from committee members.
 - a. Operational Update – Next year an additional 60,000 sq. feet will come online when the new field house, 79 South Pleasant Street, and Seligman become operational. This represents a 3% increase in square footage for campus buildings.
 - b. FTE Request – Facilities has requested 3 FTEs: 2 custodians to care for the new buildings and 1 HVAC technician to begin staffing the science center as the building goes online.
 - c. Campus Police – The below line budget for campus police is relatively flat but the department is considering adding another FTE who would serve as a detective. Campus Police staffing is at or below most institutions of a similar size.
 - d. Utilities –Up until last year, Amherst College was an interruptible natural gas consumer but we have now installed new equipment and entered into an agreement with Berkshire Gas Company that allows for year round access to gas. The annual savings for gas compared to oil is approximately \$1-1.5 million.
 - e. Rental Housing - Because there is a relatively flat demand for staffing most of the year, casual employees are hired during the spring and in August to support staff during the faculty move in process. The department has developed a strong online presence that features virtual tours available to incoming faculty members.
 - f. OAS – OAS has lost a position that was once shared with the library because the employee moved permanently to the library.
 - g. Capital Funding Requests - A portion of the operating budget, \$5.5 million, is co-invested with the endowment each year in a capital maintenance reserve account so funds can be used for capital renewal to extend the life of systems and buildings or to address deferred maintenance. The college has historically spent approximately \$3.5-4 million on these projects each year but that amount was reduced after the 2008 financial crisis. This year's budget request for capital renewal increased to \$6.8 million to compensate for the lower spending over the past couple of years. The college currently works with Sitalines, a facilities consulting firm, to develop strategic plans for capital investment.
 - h. One-time Projects – Over the next year, the Facilities will work on a series of one-time projects in Morgan Hall, the Keefe Campus Center and potentially the Humanities Center. Additionally a new roof will be installed on the library. Greg Call and Jim Brassord explained that strategic planning for the library will start soon but a major project may be as much as approximately 10 years away given the demands of the Science Center.
 - i. Johnson Chapel Repairs – The emergency repair of Johnson Chapel was covered by insurance while enhancements and systems upgrades were covered by the debt issued by the college in the fall. The college is self-insured for its faculty housing but not for the campus as a whole. It has a \$50,000 deductible for campus buildings.

- j. Dining Services – The dining services budget will increase next year due to more staff and an increase in the cost of food since Grab and Go offers fresh local foods and hand crafted items instead of prepared foods. Four new FTEs are needed for production. Space continues to be a structural challenge in Valentine but it will be discussed during the strategic planning process so food service can be looked at more broadly.
3. Athletics/Physical Education Budget Request - Suzanne Coffey presented the budget summary for Athletics/Physical Education.
- a. Amherst Leads – The Athletics Department has created a leadership program that they would like to make available to the entire campus community. The program includes 18 programs per year which feature speakers and activities that help students explore their leadership style, strengths, and areas for growth. Currently 175 first year student athletes, or 97 %, are participating. The total time commitment for students is approximately 10-12 hours a year.
 - b. One-time expense – The department has been borrowing a diving board from UMass so it is requesting \$17,000 for a new board.
 - c. Fees and Costs for Sports – Funding was requested to cover the increased costs associated with light towers, port-a-potties, and chemicals for laundry.
 - d. Recruiting and NESCAC – In order to diversify teams and reach out to new schools, the department has requested an increase in funding for recruiting based on new NESCAC rules.
 - e. Title IX – Currently there are 14 women’s teams and 13 men’s teams. The total amount of funding per student is equitable.
 - f. FTE Request – The department would like to add an additional staff person for the LEADS program and convert a casual softball coach into a regular position.
4. Next fall the CPR should meet with the DOS and the Provost early in the year to learn more about their budget plans.

Meeting adjourned at 3:08 pm.

Next Meeting: Friday, April 19, 2013.

Respectfully Submitted,

Sarah Barr