Marcia White called the special meeting to order at 10:35 am.

The special meeting was called to share information about the Annual Action Plan and Budget.

Marcia distributed the preliminary 2013-2014 Annual Action Plan. It is still being tweaked by the executive vice presidents.

- **Section One: Mandated New Spending**
  - A health insurance increase is mandated. Ed Pope said that more than 200 employees will be newly eligible for benefits under the Affordable Care Act.
- **Section Two: Inflationary Required Spending**
  - Includes inflationary costs of maintenance, insurance, etc.
- **Section Three: Strategic Action Items (Recurring)**
  - A salary pool to get salaries closer to market value and to provide a merit increases. A staff member must be judged meritorious to receive a market value adjustment. No one will be left out because they did not have a performance evaluation. Compression will also be considered. A comparative salary study for faculty positions has been completed. A comparison salary study for staff will be initiated in the fall.
  - A pool to provide increases to departmental budgets to cover non-personnel programmatic requests.
  - A pool from which to create new faculty and staff positions. Some of the new positions will be used to convert temporary positions to permanent lines.
  - Support the Diversity Strategic Plan, primarily for scholarships.
  - Investments in IT personnel, hardware, software.
  - Support Distance Education initiatives including faculty training and development.
- **Section Four: Strategic Action Items (Non-Recurring)**
  - Investments in the IT “backbone”
  - Lease swing space to be used for staff and faculty who are displaced by renovations
  - Upfit leased swing space
  - Purchase equipment for the fitness center on the first floor of the Campus Center Apartments if the fitness center is built.
- **Section Five: Needed Expenditures that are not recommended for 2013-2014**
  - Additional salary merit increases
  - Additional faculty and staff positions
  - Additional departmental budget increases
  - Additional program support of the Diversity Strategic Plan
Discussion:

- Only the state can mandate a cost of living increase – this is not anticipated for this year.
- Marcia asked Brian McGee whether SAC can do anything to support this proposed budget.
  - Brian said that the Faculty Budget Committee is writing a letter of support and that SAC can do the same thing.
  - We can also attend and speak at the Board of Trustees Budget Workshop May 15, 10:00 am in the President’s Boardroom; and at the Finance Committee decisional meeting May 31, 10:30 am in the Boardroom.
  - Marcia scheduled a special SAC meeting Thursday, May 2 to strategize about supporting the budget.

Marcia White adjourned the meeting at 11:15 am.