

Report of the BLFC Budgetary Advisory Committee, 2003-2004

June 2, 2004

Members:

2001-03

Diane Dallis (Chair)
Wen-ling Liu
Frank Quinn

2002-04

Bob Goehlert
Elizabeth Johnson

BLFC liaison: Andrea Singer
PAC Representative: Eric Bartheld
CWA representative: Christopher Walker
Ex officio: Kathy McCarnes, Library Fiscal Officer

Charge:

1. Serve as an advisory body to the Ruth Lilly University Dean of University Libraries on budgetary matters.
2. Review the annual budget for the IUB Libraries.
3. Analyze cost factors related to areas of IUB Libraries activities, as needed.
4. Recommend priorities of action in the event of mandated budget reversions or reductions, or significant increases of budget allocation.
5. Serve as the consultative committee to the Ruth Lilly University Dean of University Libraries for annual library faculty salary budget allocation.
6. Continue to review the budget for ALF operations, including ALF staffing, noting how the positions have been funded (i.e. temporary positions funded, positions moved, lost, hourly funds reassigned, etc.).
7. Investigate campus guidelines and library policies and procedures on using library funds to support student participation in library activities and research, e.g., refreshments, incentives for participation in usability studies, etc.
8. Monitor university and campus guidelines that govern the use of funds within RCM units and communicate information about the guidelines to library staff.

Committee activities:

The committee met in October to review the charge and to develop a plan for completing their charge. At that time a subcommittee was formed to address charges 7 and 8. The subcommittee created the report "Identifying Appropriate University Funding for Promoting Student Participation in Library Activities" (see attached) that was distributed at the spring BFC meeting.

In February the committee reviewed and provided feedback on the proposed budget document fulfilling charge 2. Along with Dean Thorin and Fiscal Officer McCarnes, the chair of the committee attended the annual budget conference with Ken Gros-Louis, Neil Theobald, Jim Donges, and Bob Kravchuck on February 23rd.

In March a subcommittee met to ascertain the impact of the new peer review ratings on the annual library faculty salary budget allocation. The subcommittee discovered that the BLFC Salary Policy had not been revised to reflect the changes in the peer review process. The committee proposed the changes to the document (see "Proposed Revisions to Indiana University-Bloomington Libraries Salary Policy for Library Faculty") and presented it to the BLFC and to the BFC.

In April the budget construction guidelines were available and the committee met twice to discuss various scenarios for salary merit increases. The committee submitted their recommendations to Dean Thorin via e-mail on April 13th fulfilling charge 5.

No activity on the part of the committee was required for charges 1, 3, 4, and 6 this year.