A meeting of the Fiscal Review Board was held on Wednesday, 14 January 2009 in Room 514, Bond Hall. The meeting began at 3:05 p.m.

In attendance were: Brigadier General Samuel M. Hines, Jr., Provost and Dean of the College and Chair of the Fiscal Review Board; Colonel Gregory A. Stone, Commandant; Colonel G. Dewey Yeatts, Vice President for Facilities and Engineering; Colonel L. Jeffrey Perez, Vice President for External Affairs; Colonel Sue E. Mitchell, Vice President for Finance and Business Affairs; and Colonel Joseph W. Trez, Director of The Citadel Staff. Also present were members of the Resource Team to the Fiscal Review Board: Colonel Dennis D. Carpenter, Director of Human Resources; and Colonel James N. Openshaw, Budget Director. Ms. Patricia M. Kinard served as recorder for the meeting. Other interested parties also attended the meeting.

Members absent: Mr. Larry W. Leckonby, Athletics Director.

General Hines called the meeting to order.

Colonel Perez made a motion to approve the minutes from the 16 December 2008 meeting of the Board. The motion was seconded and was approved unanimously.

The Board then reviewed personnel requests.

There was one new request to hire for a temporary position in the Admissions Office. This position had not been addressed by the Board previously. After discussion and consideration of hiring justification for the position, the Board unanimously approved hiring for this temporary job.

All full-time temporary positions are to be reviewed and authorized by the Fiscal Review Board.

There was one salary increase request. After discussion and consideration of all justification for this proposed salary increase, the Board unanimously approved the request.

A general discussion then ensued pertaining to the ramifications of an alternative work week. If the work week times were to be changed, each office within the college would be responsible for devising a plan to ensure the necessary coverage. Colonel Yeatts will prepare a cost analysis of reducing power demands for a half-day and for a half-day.
full day. Colonel Carpenter will put together a reference paper regarding human resources regulations for future discussions. We presently have 72 retirement-eligible employees. Unlike some other institutions, we do not have any funding to offer an early retirement package. Winthrop University has imposed a 60% rule on those employees in their TERI program (an individual cannot be earning more than 60% of their previous salary).

Colonel Yeatts gave a brief overview regarding the FAMIS software and hardware that is needed to interface with the Banner software. He reminded the Board that a decision must be made by 1 March. Colonel Yeatts will research funding options. A decision was postponed to a future meeting.

The Board then reviewed the State budget cuts to date (38.5% of the original 2008/2009 funding) and the additional cuts being proposed for the 2009/2010 fiscal year. Colonel Trez said the bottom line is that the State takes the operating funds from our budget and we must then figure out how to operate efficiently and effectively within those financial parameters.

The next scheduled meeting of the Fiscal Review Board will be on Tuesday, 20 January 2009, in Room 514, Bond Hall.

There being no further business, the meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Patricia M. Kinard
Recorder