

**Minutes of June 12, 2013 Meeting of the
Cost Cutting Committee
10am-11:45am-UC329**

A hard copy of the Agenda for the meeting, along with a copy of the Committee Charge given to the Committee by Main Hall, was distributed to all of those Committee members in attendance at the beginning of the meeting. A copy of this document is filed in the Cost Savings Committee-General Folder Dropbox.

Stephen Kalm and Ron Premuroso, Co-Chairs, welcomed the members of the Cost Cutting Committee attending the meeting to the Committee. Stephen emphasized in his introduction that the five strategic directions and the academic mission of the University were to be the important, overriding consideration in not only our meetings but in forming the basis for the future recommendations made by the Committee to Main Hall as a result of its work.

Each Committee member introduced themselves to the Committee, and explained why they were interested in volunteering their time and efforts for the benefit of both the University and the Cost Cutting Committee. In general, most of the Committee members indicated they were passionate about helping the Committee make recommendations to Main Hall in the areas of Cost Cutting.

Stephen Kalm then explained the basic initial timetable for the Committee, which is to produce a short-form report by the end of September of the preliminary findings of the Committee and a more finalized report with recommendations to be made in December.

A discussion then ensued in which each Committee member present discussed which of the 5 SubGroups and related topical areas they were interested in working, with the topical areas defined broadly right now as follows:

- Subgroup 1: Redundancies; Duplication of Effort; Centralization vs. Decentralization
- Subgroup 2: Best Practices, especially as it relates to Cost Savings
- Subgroup 3: Outsourcing Services Potential
- Subgroup 4: Summarizing University Costs
- Subgroup 5: Employee Surveys

A LEAD for each Subgroup was appointed, and each Committee member agreed to be involved in at least one Subgroup directly, while several other Committee members agreed to be involved secondarily in another Subgroup which they were interested in contributing to in the future. Ron Premuroso was asked develop a master listing of the Subgroup assignments and place a copy in the Cost Savings Committee-General Dropbox Folder for everyone to access, including those that were unable to attend the meeting.

The next step is for each Subgroup to meet among themselves in the next few weeks, and report back to the Committee their progress, status, and future plans at the Committee meeting, scheduled for Thursday, July 11.