

**MINUTES  
BUDGETING AND PLANNING COMMITTEE  
November 17, 2022**

**Present:** Carol Cash, Cyril Clarke, Kristen Cox, Joell Eifert, Nancy Gruber, Jim, Hillman, Tim Hodge, Mintai Kim, Stephen Kleiber, Erin McCann, Nancy McGehee, Joe Merola, Rebecca Pauly, Corina Sandu, Amy Sebring, Michael Sorice, Evan Zajkowski.

**Absent with Notice:** Jeff Earley, Liza Morris, Sean O'Keefe

**Absent:** Nikolaos Dervisis, Amr Hilal, Aimane Najmeddine, Randy Wynne

**Guests:** Bob Broyden, Debbie Greer

**1. Announcement of approval and posting of minutes of September 15, 2022**

The September 15, 2022 minutes have been approved and forwarded to the University Council for posting on the web.

**2. Presentation**

Bob Broyden, Associate Vice President of for Campus Planning & Capital Financing provided an overview of the University's Capital Projects and Planning for the Committee. Mr. Broyden first shared the requirements needed for a project to be labeled a capital project which include greater than \$3 million in costs or greater then 5,000 square feet of new space which then requires approval from State or BOV, as appropriate, to proceed. Fund sources for capital projects include State support, self-generated cash, and private gifts. The timing of the nongeneral fund sources can be bridged by utilizing debt issuances. The Committee was also reminded that capital funding is only to be spent on the designated capital project and capital projects are not funded by E&G or Tuition dollars. The current portfolio of capital projects at Virginia Tech is approximately \$1.3 billion with about 55% of the funding coming from State support. Mr. Broyden reviewed the Capital project life cycle. Projects can take three to five years from approved planning to being online. He also reviewed the current Capital Plan which can be found on the VT Capital Budgeting and Financing webpage. There was discussion time with the Committee members including current projects on the plan and projects that could potentially be added to the plan. A PDF of the presentation is attached to these minutes.

**3. Adjournment**

There being no further business, the meeting adjourned at 5:00 p.m.



# Budgeting and Planning Committee

## Capital Projects and Planning

NOVEMBER 17, 2022



# WHAT IS A CAPITAL PROJECT



Greater than  
5,000 Square  
Feet

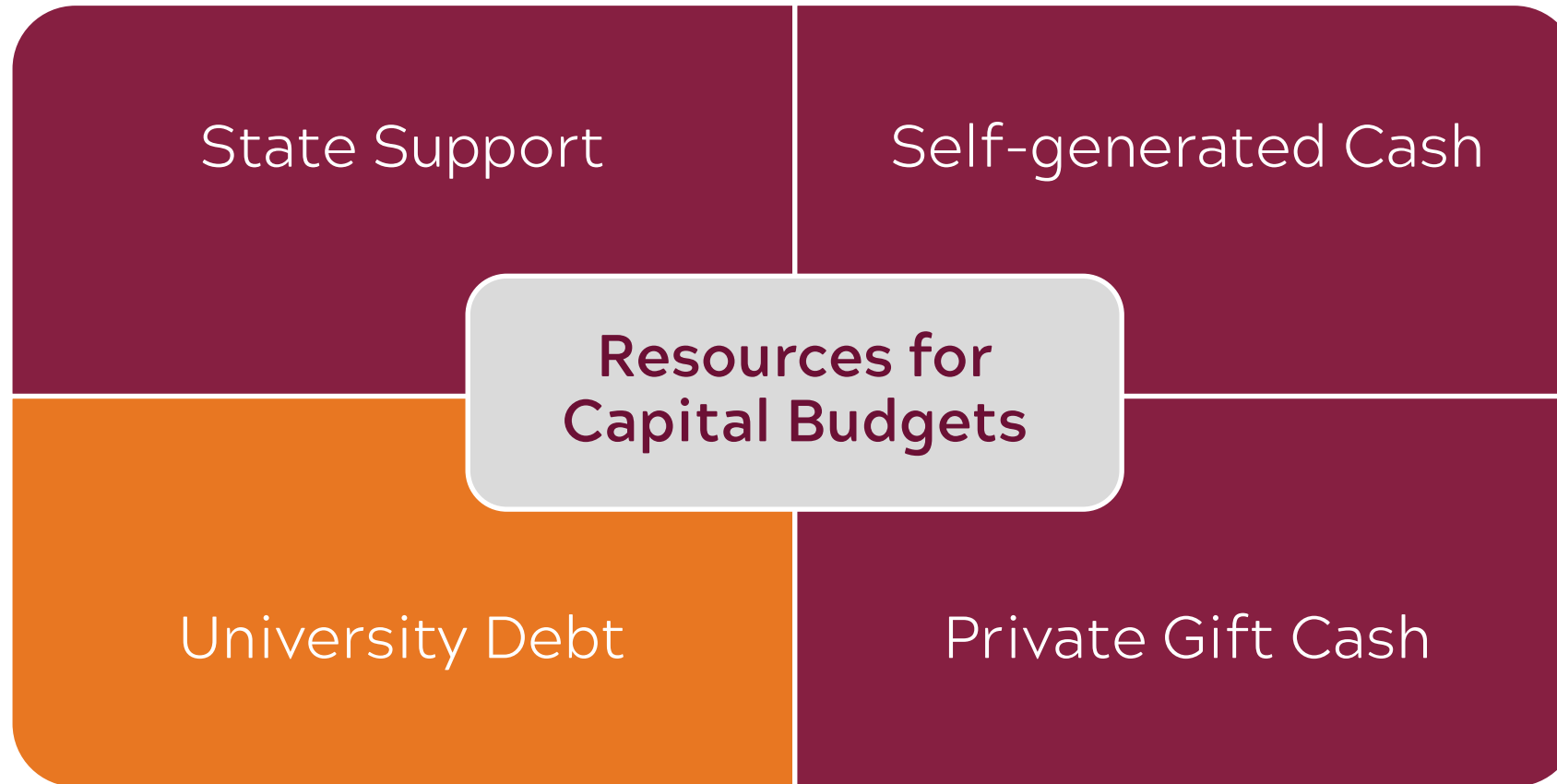


Greater than  
\$3,000,000  
dollars

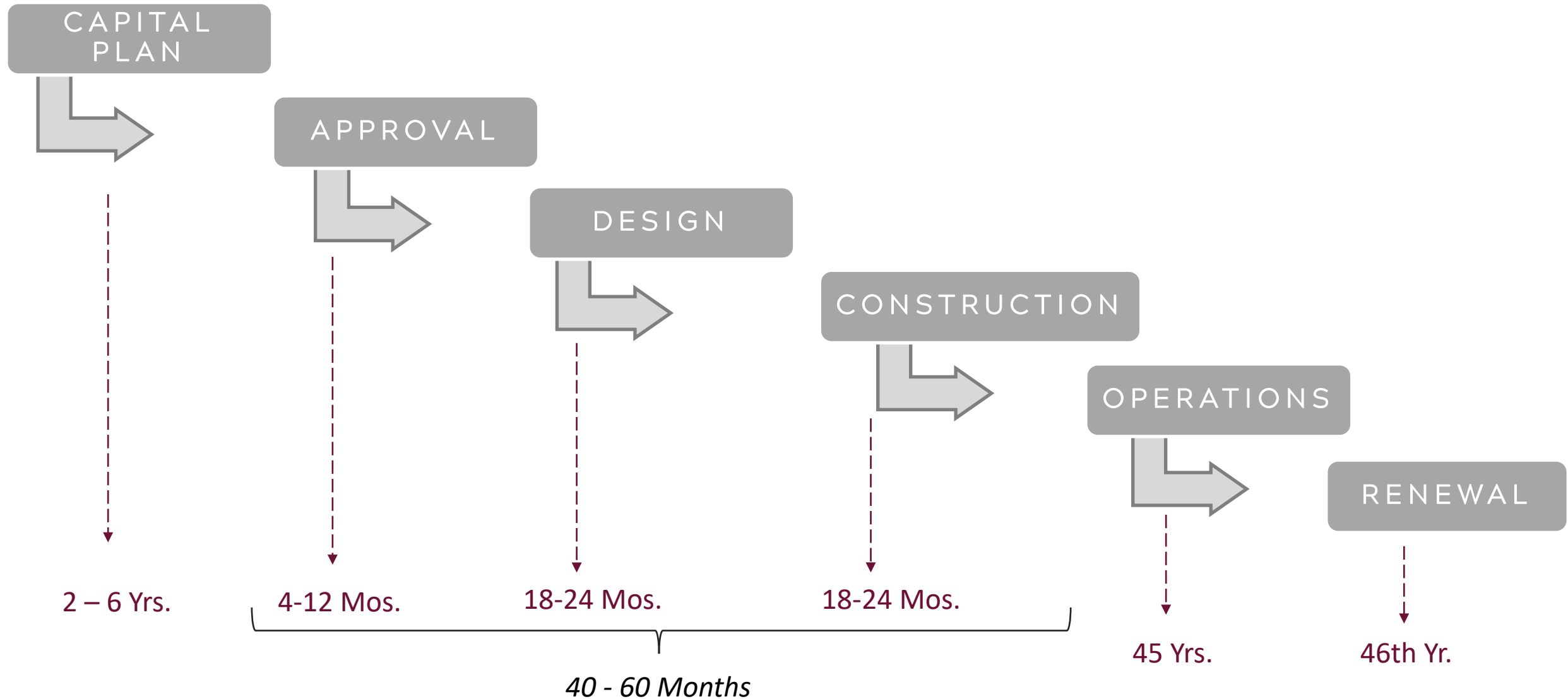


Approved by the  
State or Board  
of Visitors

# FUND SOURCES FOR CAPITAL OUTLAYS



# CAPITAL PROJECT LIFE CYCLE



# Traditional Timeline to Update the Plan

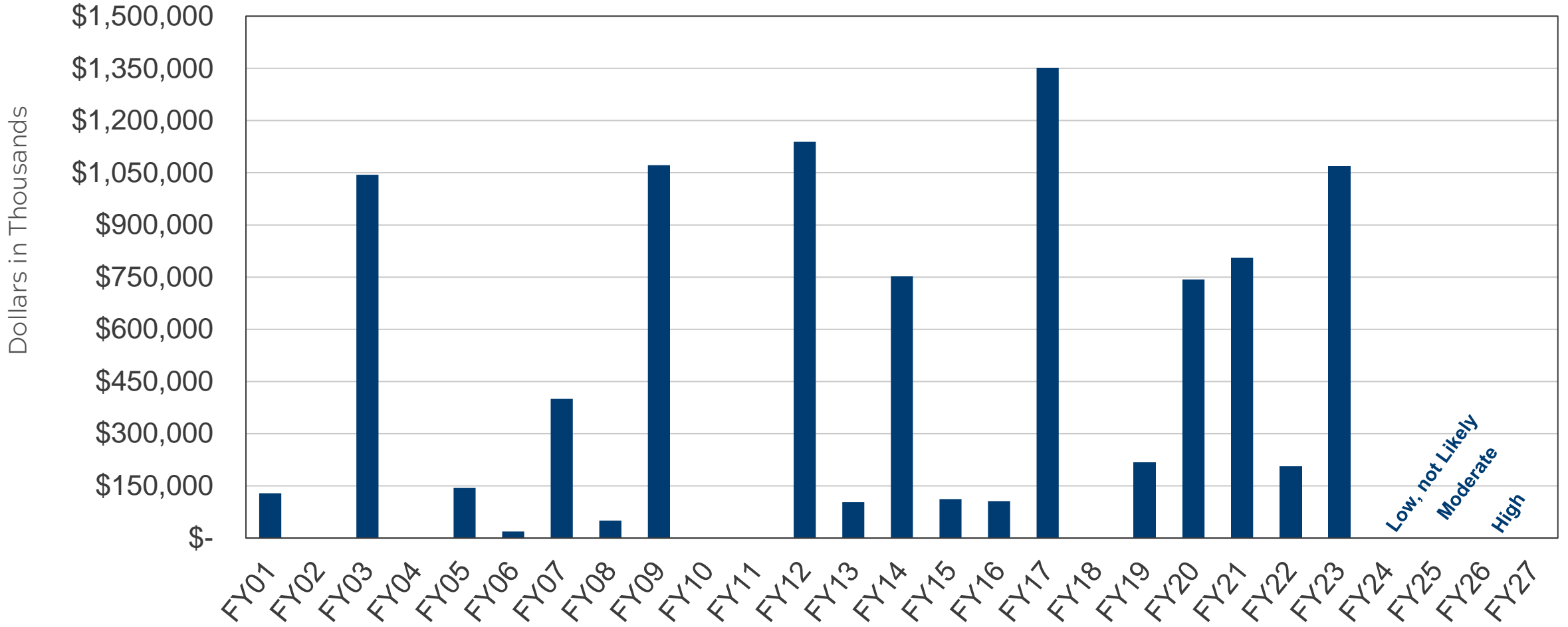
|         |         |  |
|---------|---------|--|
| JUL-DEC | 2022    | Needs Identification: Deans and VPs update unit plans                                  |
| DEC     | 2022    | Comprehensive Review and Assessment of Needs: Deans, VPs, and Leadership work sessions |
| JAN-FEB | 2023    | Identify Projects and Set Priorities for Capital Plan: Leadership work sessions        |
| APR     | 2023    | Review and Approval of Capital Plan by Board of Visitors                               |
| JUN     | 2023    | Submit Capital Plan and Budget Requests to State                                       |
| JUL-MAR | 2023-24 | State Capital Budget Review and Approval   |

# Traditional criteria to select projects for inclusion on the plan and to set/adjust priorities

- Impact on the University Strategic Plan
- Senior manager's priority ranking
- ❖ Alignment with State's strategic initiatives
- Proposals that address multiple program needs
- Facility condition and continuity of service delivery
- Consistency with the Campus Master Plan
- Funding and debt capacity, both state and university
- Potential for external nongeneral fund support
- Logistics and critical path timing to initiate project by 2030



# State Capital Pool Trends





# Discussion

