

Budget Council Minutes – April 29, 2008
205 Welch Hall

Members Present: B. Beard (Fac. Council NUR), C. Blakely (ART), B. Bond (CE), M. Bretting (COE), P. Buchanan (COT), H. Bunsis (ACT), J. Carroll (Guest faculty), D. Clifford (Fac. Council – CHHS), J. Donegan (Phy. Plant), T. Greco (CAS), R. Hanna (ISPC), L. Higgins (COB), B. Lindke (VPSA), J. Lumm (B&F), M. Malach (Athletics), S. Moeller (AAUP), T. Ohmer (B&F), B. Price (Fac. Council), C. Shell (R&R), B. Sipe (CAS), W. Tornquist (AA)

1. Approval of Minutes from April 22; unanimously approved.
2. Report – Committee C (Fee Structures) with Colin Blakely, Chair
 - a. Reviewed “Guiding Principles”; no need to vote/approve them. (See handout posted online)
 - b. What is the real problem being addressed by this committee?
 - i. Fees collected don’t go to pay for the expenses to teach those courses.
 - ii. Multiple fee schedule used now is complex; need to combine or simplify the fee structure.
 1. Need more discussion on fees related to various course levels (lower level, upper level, grad level, etc.)
 - c. Committee Recommendation for FY 2009 was distributed; see online handout
 - i. Suggest 10% (about \$1.1m) of program fees be reallocated to departments to cover instructional costs. No new fees suggested in order to hold neutral student costs.
 - ii. Current fees noted as “program fees” is really not being truthful to students since it doesn’t go to programs; it is just more tuition.
 - iii. Colin gave historical overview of course fees in Art dept. before 2001 to present. Since 2002 no more course fees, only program fees that were held centrally by B&F and thus not under department control.
 1. With budget cuts in recent years, SS&M Art budget is now back to what it was in 2002 but all costs of supplies have gone up.
 2. Earlier suggestion of adding back \$100,000 for course fees to departments for FY09 will only be insignificant.
 - a. Recent summary from all departments on campus (from Wade and Assoc. Deans) regarding needed course fees NOW indicated a total of >\$700,000 annually is needed now to cover course instructional costs.
 - b. Note: This total is just for consumables and doesn’t cover equipment replacements and facility upgrades for labs.
 - iv. Motion: Move that the recommendation from this committee be tabled for now and will be revisited. Motion passed with 2 opposed.
 1. Comment: Departments can’t deliver instruction without help in SS&M in FY09.
 - v. John Lumm suggested we begin with re-basing budget levels as a start to FY09, and then make additions as the committee progresses.

3. John Lumm's Report

- a. Distributed (and posted online) 2007-2008 General Fund Forecast... with boxed in area noted as the place to build the FY09 budget.
 - i. More discussion and changes are needed but this may be a place to begin.
- b. Distributed (and posted online) the FY09 General Fund Budget Planning spread sheet with three enrollment levels calculated, and three tuition increase levels.
 - i. Within next two weeks we have to agree on assumptions to use (enrollment projection level and tuition increase) for planning the FY09 budget.
 1. The 2% contingency level included in this plan was debated as being too high; John Lumm prefers this amount.
- c. Council was asked for ideas on how to save money to reduce expenditures on campus; where can cuts be realized? Many good ideas were shared including:
 - i. Group purchasing to create savings on the cost of:
 1. purchasing copiers across campus
 2. telephone contracts across campus
 3. group van purchase agreement
 - ii. Campus services and functions... are these needed?
 1. Children's Center on campus
 2. Printing services (costs inside vs. outside)
 3. Athletic programs; how many do we really need?
 4. Services for international students... need to centralize all into one office to avoid duplication
 5. Fully funded fellowships for all Clinical Psyc PhD students
 - iii. Buildings and Physical Components
 1. Standardize building hours and limit access when closed so lights and other utilities can be turned down or off (John Donegan will check on savings).
 2. Close some buildings in summer so don't have to cool the whole campus.
 3. Close buildings over holidays completely to save utilities
 - a. When no classes are offered, close administrative offices too so can save utilities when not serving students.
 - iv. Reductions
 1. Reorganize administrative units on campus to save positions
 2. Simplify bureaucratic procedures to improve efficiencies.
- d. Where can EMU increase revenues?
 - i. Ohio reciprocity on instate tuition only used by 980 students (out of almost 24,000 students!)
 1. Need to beef up recruiting staff in OH to increase this number

4. Revisited Colin's Committee Report

- a. Motion: Add \$1.1m in course fees to expenditure list on FY2009 General Fund Budget Planning sheet presented earlier by John Lumm.
 - i. More discussion will occur regarding increased funding in Academic Affairs General Fund for department support of instructional expenses in the SS&M budgets.
 - b. Motion passed with 12 yes, 3 no, 1 abstention.
5. Chris Shell gave out two handouts – can be put online
- a. Spring-Summer-Fall enrollments to date
 - b. Fast Track Comparison for this year against last year
 - i. Are very large decreases; may be due to different procedures this year and many Fast Track dates are yet to come so the date may get better.