

University Budget Council – UBC
Meeting Minutes – 11:00 am – June 24, 2008
**** 205 Welch Hall ****

Members Present: B. Beard (BOR - NUR), C. Blakely (ART), B. Bond (CE), M. Bretting (COE), J. Broge (Budget), P. Buchanan (COT), H. Bunsis (ACT), J. Carroll (P&S), 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), B. Price (Fac. Council), M. Rahman (Fac. Council), C. Shell (R&R), A. Slingwein (Student Rep.), B. Sipe (CAS), W. Tornquist (AA)

Note: One last meeting: **Tuesday, July 1 next week**

1. John Lumm's handout discussed with typo corrections made.
(FY 2008-2009 General Fund Operating Budget – Summary - 6-24-08)
 - a. Comment: Define "cost savings actions" noted under expense column.
 - i. May include some restructuring of divisions outside academic affairs as discussed by Dave Mielke last week.
 - ii. Is somewhat of a "catch all" phrase.
 - b. Should have \$10-12m surplus this year; scheduled to go into reserves at this time.
 - i. Is this the best use of this money at this time?
 1. If it goes into reserves, we can still go and use it if needed next year.
 - c. If SCH are down, we'd have less need for instructors so should save money there... but real impact is very small since courses still have to be taught.
 - d. We get little annually from EMU Foundation for operating funds.
 - i. Want the Foundation to get enough to cover their own operating expenses (\$1.8m currently).
 - e. In looking at department expenses and funding sources, their "R" accounts are not counted since these are ad hoc; are used by departments for special uses usually.
 - f. Student retention a big issue now that needs more funding support. Suggest reinstating faculty releases (faculty fellos) to augment advising with GA support.
 - i. How effective were these faculty in the past? Were any studies done to determine if this money was well spent?
 - g. Rhonda's budget projections now include some attrition for faculty and staff; about 5-7% open positions are built in to calculations.
 - h. "Asset preservation" discussed; John D. shared that buildings usually have a 50 year standard life; budget 2% annual to preserve this asset. (So if EMU buildings are worth say \$800m, then should budget \$16m per year to maintain buildings, not just the \$3m we have done for years.)

- i. Can EMU Foundation help with this funding?
 - 1. They haven't in the past be able to do this.
 - ii. Is no "refresh" plan for our buildings!
 - i. Is the financial aid budget too large?
 - i. Needs to be reviewed since we have been under-spending here about \$400,000 annually less than what is budgeted.
 - j. "Contingency" in the budget is just a risk notion.
 - i. This year we've experienced about \$4m in unexpected expenses; its hard to estimate the amount.
- 2. "Cost Savings Actions" were mentioned again.
 - a. Assessment is done in several places on campus and seems disorganized; can there be savings in consolidating program review, AQIP and others?
 - b. Contracting out – What about "farming out" the health center since we are so close to St. Joe?
 - c. Both these are good topics to discuss this coming year.
- 3. Library needs more financial support
 - a. "Library Controllable Re-Base 2008-2009" report reviewed.
 - b. Needs a funding mechanism like the "technology fee" that provides ongoing funding to stay current in the collection.
 - c. Any marketing data about a good library influencing marketing and recruitment?
- 4. Michael's last version of our report to the BOR was reviewed and edited.
 - a. It will be presented to the BOR pre-finance committee (3 members) by Michael June 30.