

University Budget Council - UBC Meeting Minutes - December 9th, 2008

Members Present: Betty Beard (NUR), Colin Blakely (Art/AA), Jason Broge (Un. Budget), Polly Buchanan (COT/AA), Byron Bond (Cont. Ed.), Jim Carroll (P&A, Faculty Council), David Clifford (HS, Faculty Council), Raeuf Hanna (ISPC/Econ), Mark Higbee (H&P, Faculty Council), Laverne Higgins (COB/AA), Veda Jenkins (B&F), Brian Kulpa (Fin.Ser./Student Affairs), Sheila Larnhart (Advancement), John Lumm (B/F), Michael Malach (Athletics), Susan Moeller (AAUP), Bob Neeley (AA), Todd Ohmer (B/F), Mahaud Rahman (A&F, Faculty Council), Chris Shell (Records), Rebecca Sipe (CAS), Wade Tornquist (CAS), Bette Warren (guest, AA)

Members Absent: John Donegan (Physical Plant), Bill Price (L&C, Faculty Council), Phil Smith (Spec. Ed, Faculty council)

- I. Minutes from October 18th Meeting – approved
- II. Class size cutoff calculations and break even analysis – Bette Warren, guest
 - a. Bette shared her first calculations based on average faculty salaries.
- III. Status update on CE revenue sharing
 - a. Money will be coming; B&F not sure from what source.
- IV. Subcommittees – reported
 - A. Pricing Committee - Colin Blakely reporting
 - 1) Goal of streamlining any fees that need to be separate and can't be rolled into tuition.
 - 2) Minutes from committee will be posted.
 - 3) Need to involve students so they will support what we recommend.
 - 4) Consider doing any change mid-year to spread out change for those paying.
 - 5) Are looking at tuition models around the country; is ours the most effective?
 - 6) Met w/ Pres. Martin; need her support and BOR for anything presented.
 - 7) Concern that Adam (Student Body Pres) has not attended; may be that the committee needs to go to Student Govt.
 - B. Idea Generation Committee - Jim Carroll reporting
 - 1) 5 sub groups formed – see handout (will be posted)
 - 2) Next steps...focus on a couple, work with experts to get details.
 - 3) Suggested that committee should select a few to work on in detail.
 - 4) Contracts around campus were discussed; need more oversight and review?
 1. The amount of time involved across campus for contracts is extreme; can there be streamlining by joining depts.?

- C. Entrepreneurial and Incentive Budget Model Committee – Laverne Higgins reporting for Byron Bond
 - 1) Committee looked at revenue and costs.
 - 2) They encouraged depts. to run sections that would draw students.
 - 3) An incentive model is being reviewed.
 - 4) Concern: If CE revenue sharing goes away, many depts. will not make budget. John and Bob said no such decision has been made.

- D. Class Scheduling Patterns Committee – Chris Shell reporting
 - 1) Recommendation presented for Class Scheduling Patterns – edits were suggested for clarity.
 - 1. Such a commitment helps with retention and graduation rates.
 - 2. Reasons for why students aren't registering early were shared, and there are many misconceptions students seem to have.
 - 3. Knowing students want to take a class regardless of bills owed would help those who schedule classes.
 - 4. Concern about needing to offer more sections of courses.
 - a. Culture has been to only run what you know will fill, not just meet minimum class size; this needs to change. LOTS of discussion followed.

- E. Creating a Budget Approach/Process for FY10 committee – Howard Bunsis reporting
 - 1) Have looked at several processes.
 - 2) With current procedures, everyone must meet their budget; period!
 - 3) Discussion followed about designated funds and what goes in these funds. What are the rules; is this unclear?
 - 4) Rebasing effects, has it been fair?
 - 5) Are 8 divisions at EMU; Academic Affairs as one division and is more than half of the total budget. (We are large!)
 - 6) All were encouraged to think of ways of saving money across AA.
 - 1. Fringe benefits have gone up much faster than other expenses.
 - 7) Will try to recommend approaches for the future.

III. FY09 Budget Challenges – Potential State Appropriation

Reductions - challenge goals, proposed impact, and recommendations – (See Handout)

- A. Working on no variable rate debt (bonds) in future; is goal but done in future.
 - a. Will cost \$10,000 to make the change.
- B. In the process of replacing current bank to one better rated.
- C. Has been lower retirement rates than expected so are fewer savings than expected; 5% open positions may not happen.
- D. Energy – saved \$500,000 so far but have to reduce other costs by another \$500,000. Only about 50% of needed savings have been identified so far.
 - a. BCBS fees being renegotiated now for some savings hopefully.
- E. Still have the 5000 cr. hr. challenge for W09 and Sp09.

- V. Input from group
 - a. Don't cancel classes before the first day of class in W09.
 - i. Tell this to students so they know of this change.
 - b. Run more 300 level classes in spring – advertise this, put it on web site
 - i. Students want more 1day/week classes in spring, in Fall-Winter want more one week classes.
 - ii. Faculty and departments need encouragement to try new scheduling patterns. (What incentives can we dream up?)
 - c. Need to make short term decisions now that won't influence long term enrollments at EMU.
 - d. Announce now (in Fall 08 classes) about revised date when bills are due to encourage enrollment for W09.

**Following are the proposed dates for the FY09 UBC Meeting Schedule
2nd and 4th Tuesdays at 9:00 a.m. in 205 Welch.**

**January 13th and 27th
February 10th and 26th***
March 10th and 24th
April 14th and 28th
May 12th and 26th**

***** Conflict with BOR so UBC Meeting moved to Thursday (... However, this Thursday is during Winter break so will faculty even be around?? Skip this week??)**