

**University Budget Council - UBC**  
**Minutes - January 13<sup>th</sup>, 2009**

- I. Minutes from December 9th, 2008 meeting to be redistributed and approved at the next meeting.
- II. Future meetings dates and time discussed; will now meet from 11 AM to 1 PM on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of the month unless otherwise stated. (See new dates at end of minutes.)
- III. Winter 2009 enrollment update – Chris Shell
  - a. Is some improvement in most recent data; students are still signing up for classes.
  - b. Data shared for several semesters;
  - c. Class cancellations: Data shared about number of active sections, % with enrollment, number of cancelled sections. Includes sections with no enrollment so cancelled total is not realistic.
- IV. Credit Hour Forecast & Trends report shared by John.
  - a. Last year 2687 cr. hours added during the term.
  - b. We are likely 3000 SCH down in W09 from W08.
- V. FY09 Budget update
  - a. Report from John (single sheet from SOC meeting)
  - b. Jason' report of Dec. 31.
    - i. Probably no budget cut this year from the state revenues expected; following year may be significant reduction however.
  - c. Expenditure categories –
    - i. Salaries are somewhat more than expected perhaps due to fewer retirements than projected, and hiring freezes... but isn't too bad.
    - ii. Controllables – about right and similar to last year.
    - iii. Utilities are doing fairly well.
    - iv. Rebasing experience may be affecting spending patterns this year.
    - v. No real budget concerns for the moment.
  - d. Interest expenses are going to be over budget; also fringes may be higher.
    - i. Debt service is being watched carefully.
- VI. Athletics – Football Coaching Change (handout)
  - a. Salary of coach is about what MAC schools pay (\$300,000/year or more)
    - i. Guaranteed pay increase during his 5 year contract.
    - ii. \$275,000 salary goes to \$350,000 by the end of his contract.
    - iii. Incentives included so can make more than stated salary.
    - iv. The fact that the hired was done during break of some concern.
    - v. Buyout wording included in contract (18 months of salary)
  - b. 2009-10 Athletics Game Guarantee Projections discussed
    - i. 3 away games = \$1,1775,000 received in a D fund
    - ii. Changes in football budget explained.

- iii. Request of recent years of athletic expenses/revenues for comparison was made. (Some information Mike share last April; he will bring additional information.)

## VII. Subcommittees – reporting out

- a. Pricing – a more competitive tuition/fee model – Colin Blakely reporting
  - a. Proposal distributed – Is about revenue neutral
    - i. Has there been any feedback from students? Not yet, but may have to present to Student Government to get the feedback we desire.
    - ii. Proposal includes steps in right direction toward more consolidation of fees.
    - iii. Fast Track & Orientation fees rolled together into one fee.
      - 1. No fee to attend Fast Track with this plan; one fee on first bill received instead of 3 entries.
      - 2. This is similar to what others charge.
  - b. Committee will make another recommendation later on the rest of tuition issues.
- b. Idea generation – revenue enhancements & cost savings Jim Carroll reporting
  - a. Remove land lines in the dorms to save money for next year.
  - b. Establish copier lease program for whole university. (Doris Celian working on this with the committee.)
  - c. Suggest a committee on maintenance services be established to avoid overlapping across campus and among units
  - d. Suggest deleting from the budget administrator positions that have been open and not filled for a long time; is the position really needed?
  - e. Suggest outsourcing more functions such as: security, custodial, others?
  - f. Need to share across campus the current list of contracts (>\$100,000) for services.
    - i. Can these contracts be revised and save money in our budget?
    - ii. Should UBC review these contracts each year?
  - g. Energy use reduced? Can we tackle this issue? (John Lumm asked)
    - i. Energy savings (\$500,000 built into budget) should go back to Physical Plant, right?... not the big, black budget hole.
    - ii. For the days closed, did we save much?
      - 1. Only a few buildings were really cooled down very much, and many buildings were too hot during break. John D. reported that \$10,000 was saved/day we closed.
  - h. If we save money this year, can UBC recommend where these funds go?
    - i. Yes, we can make recommendations.
  - i. It was asked: “Why aren’t these things listed above being done by management now as SOP?”
- c. Entrepreneurial and incentive budget models – Byron Bond reporting
  - a. A more detailed report will be presented next time.
  - b. He asked: Should fees received be linked to those who “do it”?

- d. Class scheduling patterns – yearlong scheduling – Chris Shell reporting
  - a. Recommendation from Dec. 9 was shared.
  - b. Survey on students’ preferences on alternative scheduling was shared; members were encouraged to share these results with Dept. Heads and faculty.
    - i. Consider these preferences yet for W09 late course additions (i.e., for spring break) or for Spring and Summer offerings.
- e. Creating a budget approach and process for FY10 – Howard Bunsis reporting
  - a. No report

Following are the proposed dates for the FY09 UBC Meeting Schedule – 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays at 11:00 a.m. in 205 Welch.

January 27<sup>th</sup> @ 11 am (Different location: 301 B/C Porter)  
February 10<sup>th</sup> and 17<sup>th</sup> (new change)  
March 10<sup>th</sup> and 24<sup>th</sup>  
April 14<sup>th</sup> and 28<sup>th</sup>  
May 12<sup>th</sup> and 26<sup>th</sup>