

University Budget Council - UBC
Meeting Minutes - February 10th, 2009

Members Present: Gaie Rubenfeld for Betty Beard (NUR), Colin Blakely (Art/AA), Byron Bond (Cont. Ed.), Michael Bretting (COE), Polly Buchanan (COT/AA), Howard Bunsis (COB/Faculty), Jim Carroll (Physics/Astronomy), David Clifford (Faculty Council), John Donegan (Physical Plant), Raouf Hanna (ISPC/Econ), Mark Higbee (Faculty Council), Laverne Higgins (COB/AA), Veda Jenkins (B&F), Brian Kulpa (SA), Sheilah Larnhart (Advancement), John Lumm (B/F), Michael Malach (Athletics), Bob Neely (AA), Todd Ohmer (B/F), Mahaud Rahman (Faculty Council), Chris Shell (EM), Rebecca Sipe (CAS), Adam Slingwen (Student Government), Phil Smith (Fac. Council), Wade Tornquist (CAS)

Absent: Jason Borge (B/F)

Reminder: All chairs should send their handouts electronically to Ken Adkins (kadkins5@emich.edu) to get posted on the UBC web site.

- I. Minutes of Jan. 27, 2009 approved unanimously.
- II. Winter 2009 enrollment update – Chris Shell
 - a. Fall applications up 5%
 - b. Later UBC should look more closely at IRIM data and what he used in his model to estimate enrollment levels for Fall 09.
- III. Utilities Update – Plant Staff - Ray Sower s gave PowerPt presentation
 - Electrical use down 3.8% this year due to co-generation running more.
 - Price for electricity changes due to demand in “our neighborhood”.
 - Are likely to save more than the \$.5m needed in our “utility challenge” for this year.
 - Reduced use may be explained due to conscientious reduction, more energy efficient new computers, etc.
 - Water use is just above 50% through Dec. so looks good for the overall year.
 - Projections include a 10% increase.
 - Gas use with Co-gen has saved usage this year.
 - Hope to save overall \$1.3m at end of year due to locking in prices early and buying ahead.
 - Question: How much should be purchased in advance to benefit in the future? More discussion on this is needed for next year.
 - Have several ongoing projects that will continue to make savings for the future.
 - Both MJ and PH projects will have lots of new controls incorporated
 - Chevron partnership project in dorms will make some changes that will save in future.
- IV. FY09 Budget updates – Governor’s Freeze Proposal
 - a. Linkage between tuition and what we get still unsure.

- i. 09-10 budget will be about \$10m more than 08-09. Need increase from state or increase tuition. If tuition is frozen, we'd have a \$10m challenge!!
 - b. Veda's report for Jason – Budget to Actual Report
 - i. We are 61% through our budget as of end of Jan.
 - 1. Debt service cost still a big concern; paying 4% now. With higher rated bank would only pay 1%.
 - 2. We “swapped” \$120m for fixed rate instead of variable rate.
 - ii. Also shared Budget Development Schedule with date of when they get data.
 - 1. Hope to approve 09-10 in June at Board meeting. Often wait until other schools have announced their increases.
 - 2. Question: If tuition is increased, would it begin in Summer... or Fall?
 - 3. Schedule will be posted on web.
 - c. Reminder that all members report back to their units the activities of the UBC.

V. Subcommittees – reporting updates w/ discussion – start #3

- (1) Pricing – a more competitive tuition/fee model – Colin Blakely reporting
- (2) Idea generation – revenue enhancements & cost savings Jim Carroll reporting
- (3) Entrepreneurial and incentive budget models – Byron Bond reporting

- a. Committee Proposals redistributed
 - a. “Spring & Summer Term Growth Plan”
 - i. Marketing of these offerings in OH and in other markets is happening; using Facebook successfully.
 - b. “Revenue Sharing Proposal” – no General Fund support required. Carry forward fund will support new activities in department/schools.
 - c. “Revenue Sharing Proposal” of 4 Steps
 - i. List of populations to serve through CE attached.
 - ii. New initiatives tried for 3-5 years, then incorporated into General Fund.
 - iii. Request for UBC support/approval
 - 1. Move and second to approve proposal
 - 2. Tabled till next meeting – unanimously passed
 - iv. This proposal provides an incentive to those who create something new in spring/summer.
 - v. Concern about percent of courses taught through CE should be kept in mind.
 - vi. How would we fund this to begin; all might contribute or could General Fund provide start-up funds.

(4) Class scheduling patterns – yearlong scheduling – Chris Shell reporting

- a. Distributed grid on International Student Enrollments by college
- b. Survey just sent out asking what classes they want for spring; no general ed requested... only upper level courses in major.
 - i. Follow up? Wait for more responses
 - 1. Send to Assoc. Deans and Deans
- c. Sub-Committee met; will discuss paper schedule books in the future
 - i. Considering proposal for annual schedule requests and distribution for students
 - ii. Increased use of wait-listing being considered as it could help with scheduling

(5) Creating a budget approach and process for FY10 – Howard Bunsis reporting

- a. Jason and Howard working on spending report of General Funds over time.
 - a. Designated funds also being reviewed
 - b. May look at budget schedule presented.
- b. Working on a report for the Board in April.

VI. Other items – “Planning for Success” – Raouf Hanna

See his legal size printout

Remind members to review strategic goals for next 2 years.

A working document that may evolve. fyi

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

February 17 th *	March 10 th and 24 th	April 14 th and 28 th
May 12 th and 26 th		

* The scheduled meeting for February 24th is during Winter Break – thus the change.