

# BUDGET & PLANNING COMMITTEE

## Minutes of Meeting September 19, 2002

**Present:** J. Blake, J. Bloch, P. Boppert, G. Kowalczyk, B. Mallick, A. Roman (Representative), S. Murray, C. Thompson, J. Thorson and N. Via,

**Absent:** P. Brucker, D. Pedersen, R. Ruggiero, R. Sheeley, and J. Phillip Smith

### 1. Call to Order

The meeting was called to order at 3:00 PM.

The committee reviewed the FY2003 meeting schedule and indicated that was fine.

### 2. FY 2003 Budget

J. Blake distributed a worksheet that reported the changes that have occurred to Southern's budget since the original spending plan was approved by the BOT. Some of the points discussed were:

- The state appropriation was reduced by \$2.1 million.
- The University's original FY2003 budget was based on 965 full time staff. The revised budget has 951 funded positions. The fourteen position that are vacant are in the classified and SUOAF bargaining groups. This represents a savings of approximately \$1.0 million. Included in these saving is \$225,700 for faculty which represents new faculty hires coming on board for 20 pay periods instead of 26.
- Fringe Benefits were reduced as a result of lower salary costs and the rate applied to salaries was also adjusted downward.
- Library books were adjusted by \$50,000, which was reallocated to the Library's UA account.
- The encumbrances line was reduced by \$200,000, which represented the library's FY2002 carry forward.

Taking these adjustments into account the bottom line deficit increased by \$100,000.

The committee discussed future considerations pertaining to the budget.

- Southern is hoping to receive additional funds from OPM to offset the FY2002 maintenance agreement settlement. That settlement was under funded in FY2002 by \$830,000.
- Higher Education hopes to be held harmless from future FY2003 recisions.
- In the coming months we will be adjusting revenue figure to take into account Fall enrollments.

### Internal Budget Allocation

J. Blake distributed a worksheet that reported the internal distribution for each Vice President and the President. For FY2003 the following amounts were allocated in addition to the FY2002 base budgets for each division.

Academic Affairs	554,000
Institutional Advancement	210,000
Student Affairs	160,000
President	60,000
Finance & Administration	60,000

### 3. FY2004 Tuition & Fees

J. Blake distributed the Tuition and Fees guidelines and calendar. The committee discussed the impact of the proposed increases.

### 4. Adjournment

The meeting was adjourned at 4:00 PM.

Respectfully submitted,

James E. Blake

Budget & Planning Committee