

BUDGET & PLANNING COMMITTEE

Minutes of Meeting

October 18, 2001

Present: J. Blake, P. Boppert, P. Brucker, M. Fineman, G. Kowalczyk, B. Mallick, D. Pedersen, R. Sheeley, C. Thompson, and J. Thorson,

Absent: A. Roman, R. Ruggiero, J. Philip Smith, N. Via, and A. Washington

1. Call to Order

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

2. FY2002 Spending Plan

J. Blake presented a worksheet that reconciled the university's original FY2002 spending plan with a planned surplus of \$600,000, to a revised plan showing a projected deficit of \$2.3 million. Essential they were three main components that accounted for this change:

- Change in the fringe benefit rate from 39% to 42% -- \$1.55 million change that had a \$1 million impact.
- Statewide settlement for the Maintenance Union -- \$1.3 million change that had a \$800,000 net impact on our budget.
- The Governor imposed a 2% recision on CSU, which had a net impact on Southern of \$500,000.

J. Blake discussed possible actions the President might take to reduce the current projected deficit.

- Freeze on all new and vacancy refills for non-teaching positions for 30 days.
- The lecturer budget, as well as course offerings for the spring, will be reviewed by the Deans and Vice President for Academic Affairs to determine if all sections are needed or if sections can be combined to reduce the lecturer budget for the spring and summer 2002.
- Each Vice President will be asked to accrue savings of 20% with their University Assistant budgets.
- The University will closely review the marketing strategy regarding part-time undergraduate and graduate students with a view of increasing enrollment in these markets for the spring and summer sessions.
- The University will step up our ongoing energy conservation program to increase savings in this area.
- The Budget Office will review and analyze areas of high expenditures to see if there are potential savings available. – shuttle bus, equipment, etc.

3. FY2003 Tuition & Fee Request

J. Blake distributed a worksheet that showed proposed tuition fees for FY2003.

4. Adjournment

The meeting was adjourned at 4:00 PM.

Respectfully submitted,

James E. Blake
Budget & Planning Committee