

University Budget Committee

Tuesday, February 13, 2018

Meeting Notes

1. **Welcome**-Barb Shafer and Dean Hanson, new attendees.
2. **BOR update** - equipment fees request to spend going to BOR in March
3. **Spring enrollment update** -MSUB has met their goal for spring enrollment. Joann explained spring enrollment data and also the number of City College students enrolled in university courses. Joann said the high school student enrollment initiative is growing. A system could be developed to keep track of high school student enrollment and their courses taken. Trudy said we are not directly funded by the State for all FTE anymore. Trudy said the high school student initiative is more of an investment for the university to build the connections. Dr. Hoar said they are collecting data on the co-req courses we offer which may result in a loss of FTE but is creating a positive impact for the students. Dr. Hoar mentioned math pathways they established a few years ago was to identify what math classes students should take for the degree they are seeking.
4. **Projected fiscal year enrollment and tuition collections** -Trudy said fiscal year FTE, is Summer, Fall, and Spring divided by two and is not yet final. For fall we are at 97.4% of target, for Spring we are at 100.8%. Tuition collections for Spring are under by only \$100K.
5. **FY 2019 budget discussion**-Trudy said we are anticipating the millage shortfall and we are going to offset with the worker's compensation "holiday". The Commissioner's Office is changing how we will present the tuition and waivers. Trudy reminded that the UBC opted to not reinstate the \$750 enrollment reserve. We do have a \$2M enrollment reserve in the Designated fund to offset any tuition shortfalls next year.
6. **Suggestion Box**-Dr. Hoar said UBC talked about the various ideas for the 2017 suggestion box action list. Dr. Hoar said travel was a topic that we can budget less for travel. Trudy said business services did an analysis of how to save on travel costs such as using a rental car instead of personal car use and using a reduced state mileage reimbursement amount. Dr. Hoar said the relationship between the Foundation and the Alumni can be marked completed as they are now together. Dr. Hoar said they are going to open the suggestion box back up and have more recommendations to investigate

for possible savings. Scott said the 2018 suggestions box yielded six broad categories, the top category contains ways to reduce ongoing expenses. Scott suggested to use this information to share with everyone's college and departments. Trudy wanted to let the group know everyone is encouraged to be involved and bring suggestions on what they would like to be worked on in their areas.

7. Budget information sessions survey results - 86 people have responded. Sessions will be scheduled accordingly.

8. Future meeting dates (3rd Tuesday)

- a. March 20th
- b. April 17th

Meeting ended at 5:02 pm