

CAMPUS FEE ADVISORY COMMITTEE

February 23, 2007

MINUTES

ATTENDEES

Members:	Matt Keipper John Ly David Ely Bill Boyd Sydney Covey	Bradley Webb Tyler Morgan Linda Stewart Julie Messer Cezar Ornatowski
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Voting Alternates: Garrett Hazelton

Non-Voting Member: Ray Rainer

Mr. Keipper chaired the meeting. The meeting was called to order at 2:01 p.m.

A motion was made by Mr. Webb and seconded by Mr. Ly to approve the minutes. The motion passed unanimously.

Previous minutes were reviewed and approved unanimously.

Informational Item: 2007/08 IRA Budget

Mr. Keipper noted that the committee will be voting on the 2007/2008 IRA Budget in two weeks.

Mr. Rainer presented the 2007/2008 IRA budget. He first presented the 2006/2007 budget that was approved last year; the 2006/07 year end estimated revenue is currently projected to be 2% over budget due to higher student head count. Projected year end expenses are at budgeted levels with the exception of insurance for Athletics/Sports Club which is significantly higher at \$359,362 expended. Overhead costs are calculated as 6% of expenditures and due to the over budget expenditure for Athletics/Sports Club being higher than budgeted.

Mr. Rainer noted that Academic Affairs did not utilize all their program allocations last fiscal year. As of February 2007, Academic Affairs has spent \$50,000 of the \$200,000 allocated for the current fiscal year – the majority of the funds get spent over the spring semester. Ms. Covey said she will take a look at programs not utilizing all the funds and will re-allocate to those who plan to use the funds.

Mr. Rainer called attention to the Proposed 2007/2008 Budget – projected revenue will go up 4% due to Academic Affairs' projected increase in headcount. Budgeted expenditures reflect a 15% increase in Athletics/Sports Club Insurance and a 10% increase in Music-Licensing Fees. Overhead is budgeted at 6% of expenditures. About \$85,000 from the reserve account will be used to balance the budget; this figure fluctuates depending on any money left over from any of the other accounts each year. Any unspent funds roll into the reserve account.

Mr. Keipper asked about music licensing fees – Ms. Stewart explained that these are equivalent to royalty fees; these are fees incurred for the use of music.

Mr. Ely asked if the 2005/06 Academic Affairs Program Allocation not spent was significant – Ms. Covey responded that it was about \$20,000. Ms. Covey mentioned that the unspent funds came from special little projects from all the colleges, i.e. College of Arts & Letters and PSFA. Mr. Ornatowski asked if the colleges consumed the funds – yes, per Ms. Covey, but sometimes a special lecture falls through and can't be given to someone else, so the funds would go to the reserve fund.

Mr. Ely noted that last year's IRA budget was reviewed late – the due date was five days later in the College of Business for proposals and asked about the process in terms of a timeline. Ms. Covey responded that the funds cannot be spent until next fiscal year. Students have to be around to approve what the deans are proposing. Ms. Stewart added that another problem is that people submitting a request are not here to spend the money when it's approved. Ms. Covey added that this year Academic Affairs will give out estimated budgets to colleges so that they can start working on them.

The committee will be voting in two weeks on the funds going to Academic Affairs, Sports Club and Athletics – the net available after commitments noted on the 2007/2008 proposed budget.

Mr. Webb asked about the \$5 million for Athletics – Mr. Rainer responded that according to the referendum, the new fee for \$80.00 dollars is to be split in half between Academic Affairs and Athletics and it is done through a practice in accounting where money from Athletics (other funds) is moved to Academic Affairs. Regarding the new increase of 1.8% and any new increases, Academic Affairs gets half of that.

Mr. Ornatowski asked about the difference in funding between Academic Affairs and Athletics. Ms. Stewart responded that the 50/50 split is only on the \$80 dollar portion but not the original \$15 dollar portion. Ms. Covey added that the funds are not given to Academic Affairs in IRA funding, but in the general fund through the accounting practice Mr. Rainer mentioned. Mr. Rainer added that there are two different types of money: One type is listed in the “Base” column - based on the first \$15 of the IRA fee students pay, which is not locked in; it changes by the recommendation of the board (CFAC) to the president. The second type is listed in the “Increase” column, which is split 50/50, but it is not shown as split in the proposed 2007/2008 budget because it only lists IRA money.

Mr. Keipper went over the amounts to be voted on: program allocations to Academic Affairs, Sports Club and Athletics as listed in the “Base” column and the estimated campus reserve.

Mr. Ely asked about the FTEs increase from last year to this year – 2% increase per Mr. Rainer.

Mr. Keipper asked if there was a way to look at the amount of money that was spent for 06/07 IRA budget by Academic Affairs. Mr. Rainer responded that currently it is about \$50,000. Ms. Covey added that all expenditures won't be seen until the end of the fiscal year. Mr. Ely asked if there was a way to look at how the estimated reserve was calculated – Mr. Rainer responded that it was a figure to balance to the budget.

Mr. Webb asked if the \$33,793 from 2006/2007 is included in the reserves or if the 06/07 \$81,020 total is included in the estimated reserve – Mr. Rainer will double check and respond at the next meeting.

ADJOURNMENT

Mr. Morgan made a motion to adjourn the meeting, which was seconded by Mr. Webb.
The meeting adjourned at 2:29 p.m.

The next meeting will be March 9 at 2:00 p.m. at the Lipinsky Hospitality Center in SS-1608.