BUDGET & PLANNING COMMITTEE

Minutes of Meeting
September 23, 2003


Absent: E. Beatty, R. Farricielli, S. Murray, A. Roman and T. Van Biersel

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

2. 2003-2004 Meeting Calendar
The committee agreed that the calendar as distributed would be fine. J. Blake indicated that he would contact Dr. Van Biersel to see if some accommodation could be arranged.

3. FY2002-03 Spending Plan
J. Blake reported that preliminary results of operations for FY03 indicated that the University could experience a $1.385 million loss from operations. This was approximately $500,000 more than reported last May 2003. The variance was attributed to a shortfall in revenue - specifically for the extension fee, higher than anticipated bad dept expense and compensated absence expense. Therefore the planned deficit was greater than originally estimated. On a positive note was the university’s cash position was $2 million better than this time last year.

4. FY2003-04 Spending Plan
J. Blake indicated that Southern still did not have a final budget number for Southern’s share of the state appropriation. The System Office was still analyzing the approved state budget to determine each universities share. J. Blake distributed a worksheet that reported the internal distribution of budgets for each Vice President and President. It was noted that overall all allocation of OE and Discretionary PS increased from $18.5 million to $20.2 million which was a 9% increase. The bulk of this increase was received in the division of Academic Affairs, which received $1.3 million of the $1.7 million increase.

5. FY2004-05 Tuition and Fees Increase
The calendar and guidelines were distributed. It was noted that due to a potential shortfall in the 2005 budget the universities would be submitting two scenarios. A 13% increase and 7% increase for tuition and fees. J. Blake reminded the committee members that part time students did not receive any state support and that he was recommending a 20% increase for those students fee.

6. Adjournment
The meeting was adjourned at 4:00 PM.

Respectfully submitted,
James E. Blake
Budget & Planning Committee