

**Budget Manager's Meeting
Agenda
Tuesday, November 18, 2008 (9:00 AM)**

----- *FY 2008-09* -----

- **FY 2008-09 Supplemental Budget (Campus Safety Allocations)**
 - Final Allocations (\$1,091,289) received from UNC-GA October 16, 2008
 - Emergency Mgmt & Business Continuity Director
 - Emergency Notification Systems (police telecommunicators, PIER Media Tools, People Locator System, Text messaging software, intercom/PA/cable TV interruption equipment)
 - Student Case Manager
 - Student Housing Security Cameras
 - University Police Accreditation position
 - BD-606's: # 11-00078-09 (perm), # 11-0079-09 (one-time)

- **FY 2008-09 Mid-Year Reversions**
 - 4% has been imposed by OSBM, UNCW is planning for 6% reversion
 - Should know more definitive information in January
 - All guidance / correspondence / spreadsheets on Budget Office website
 - Weekly updates from me
 - Supplemental guidance coming from purchasing / travel
 - Chancellor Open Forums
 - Thursday November 20th at 1:30 PM (Lumina Theatre)

----- *FY 2009-10* -----

- **FY 09-10 Campus-Initiated Tuition Increase (CITI) Process**
 - CITI committee finished deliberations (6.5% increase “across-the-board”)
 - Recommendations should be sent out by end of week
 - Cabinet presentation – December 5, 2008
 - BOT – Friday December 12, 2008

- **FY 09-10 Student Fee Process**
 - Student Fee committee finished deliberations (\$331.35 increase)
 - Recommendations sent to Chancellor / Cabinet November 12, 2008
 - General Fees:
 - Athletics - \$9.35
 - Health - \$8.00
 - Athletic Facilities - \$4.00
 - Campus Recreation - \$46.00
 - Debt Service:
 - SRC Expansion - \$256.00
 - Miscellaneous:
 - Transportation - \$8.00
 - Cabinet / BOT meetings – same as CITI

- **FY 09-11 Biennial Continuation Budget Process**
 - Final budget sent to OSBM October 8, 2008
 - Requests include:

	<u>FY 2009-10</u>	<u>FY 2010-11</u>
Building Reserves	(\$167,884)	\$1,463,701
Utilities	41,877	70,084
Personnel Costs	552,751	589,752
Vehicles / Eqpt	783,528	189,750
Library Materials	551,532	786,078
Other (accreditation)	<u>302,140</u>	<u>326,863</u>
Total Requests	\$2,063,944	\$3,426,228

- **FY 09-11 Biennial Expansion Budget Process**
 - UNCW requests submitted September 15, 2008
 1. Satellite Campus – Onslow County
 2. Institute for Memory Research
 3. NC-MSEN Pre-College
 4. College of Health & Human Services
 5. Global Citizenship
 6. BS in Mechanical Engineering (w/ NSCU)
 7. Center for Civic Engagement & Policy Studies
 - All requests are on Budget Office website
 - Board of Governors’ Budget, submitted to OSBM on November 6, 2008
 - Total request: \$168M (half of previous year)
 - Includes: UNCW’s #1 (\$400K), 2 (\$194K), 3 (\$225K in ’10-11), 4 (\$500K)
 - Campus Safety – unfunded items from FY 2008-09
 - Faculty salaries to 80th percentile (\$14.5M)
 - EPA merit-based raise (2%)
 - Faculty recruiting / retention funds (\$2M)
 - Graduate Student retention & recruitment (\$2M)

- **FY 09-11 Biennial Capital Budget Process**
 - Top 5 “appropriated” submissions:
 - CHHS facility
 - Infrastructure improvements
 - Academic Center at Coastal Carolina
 - S&BS Modernization
 - Trask renovations

-----**Miscellaneous**-----

- **Surplus Property Management System** (Jennifer Schacher)
 - Movable Equipment Form CD-0028

- **New Account Codes -- new**
 - OSC / OSBM mandated changes to certain account codes:
 - 911120 EPA Time-Limited Salaries & Wages
 - 912120 SPA Time-Limited Salaries & Wages
 - 915140 C & G SPA Temp Salaries & Wages
 - 915150 C & G Time-Limited Salaries & Wages
 - December – Budget Office will change existing positions / cost reallocations
 - Please ensure departments start using correct account code on HR 3.30 / 3.35’s / Flex’s

- **Mobile Allowance Benefit -- new**
 - Cell phone allowance, instead of UNCW phone
 - New account code 916930 for taxable benefits
 - Budget Office will be establishing procedures to charge affected departments....more to follow.

- **Future Budget Managers’ Scheduled Meetings**
 - Tuesday, January 20, 2009 9:00 – 10:30 AM AL 215
 - Tuesday, March 17, 2009 9:00 – 10:20 AM AL 215
 - Tuesday , May 19, 2009 9:00 – 10:30 AM AL 215
 - Tuesday, July 21, 2009 9:00 – 10:20 AM AL 215
 - Tuesday, September 22, 2009 9:00 – 10:20 AM AL 215
 - Tuesday, November 17, 2009 9:00 – 10:30 AM AL 215