

**Budget Manager's Meeting
Agenda
Friday, January 14, 2005 (2:00 PM)**

----- ***FY 2004-05*** -----

- **FY 2004-05 Mid-Year Planning Reviews**
 - Scheduled week of January 31 – February 4
 - Program memo sent to VCs January 10, 2005
 - Schedule sent (email from Amy) – January 13, 2005
 - Reporting template
 - May be modified, but **MUST** be used
 - Emphasize the variance explanation (bottom of page)

- **New Positions – Lapsed Salaries**
 - Met the initial Cabinet one-time requirements
 - Now being used to meet 0.75% reversion (\$464K)
 - If approved by Cabinet

- **Revenue Shortfall**
 - Looks good right now
 - Non-Resident tuition shortfalls lower than last year, and offset by increases in other revenues

----- ***FY 2005-06*** -----

- **FY 2005-06 Special Funds Budgets**
 - Packages out today, due mid-May
 - New Feature – benefit calculator (from AMY)

- **FY 2005-06 Student Fee Requests**
 - BOT approved
 - Athletics - \$17.00
 - Health - \$9.00
 - Student Activities - \$29.00
 - SGA - \$8.00
 - Cultural Events - \$14.00
 - Union - \$12.00
 - Athletic Facilities – (\$5.00)
 - Ed & Tech (ITSD) - \$9.25
 - Transportation - \$5.00
 - Housing
 - Room rates – increased 2.0%
 - Board rates – increased 3.5%
 - New Rates
 - Duplicate diploma - \$50.00
 - Duplicate transcript - \$5.00
 - Credit Card Transaction - \$25.00

- **FY 2005-06 Equity Funding (\$7M)**
 - Part of OP's budget to Governor
 - Cabinet to discuss allocation
 - January 24th retreat ?????

- **FY 2005-06 Campus-Based Tuition Increase committee**
 - Requested \$225.00 increase (\$2.3M)
 - Restore faculty positions lost due to state budget reductions
 - Attract/retain high quality faculty
 - EPA-NF recruitment/retention
 - Base budget operating support
 - Financial aid
 - Chairman, Board of Governor's comments
 - Recommending no increase
 - Force legislature to fund from state appropriation

- **FY 2005-06 Summer School**
 - In-state (U/G and Grad) – 9.0% increase
 - Out-state – 3.3% increase
 - MBA program – 9.9% increase
 - University Union fee - \$0.50 increase

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

- **Personnel Changes**
 - Sandie Ward – moved to HR effective Jan' 05
 - **IMPACT** – All EPA-NF HR 3.30/3.35 go directly to Budget Office
 - Exception is Academic Affairs
 - William Fleming memorandum dated January 3, 2005
 - Anne Howell – retires March 1st
 - Recruitment underway

- **Budget Office Training Workshops**
 - BGT 101 (Receipt Budgets) – Feb 9, 2005
 - BGT 102 (General Fund Budgets) – Feb 15, 2005
 - BGT 103 (Personnel) – Feb 17, 2005
 - BGT 105 (New Administrators) – Feb 15, 2005

- **Business Affairs Quarterly Financial Forum**
 - Tentatively scheduled for March 10, 2005
 - Submit potential topics to me

- **Banner Finance**
 - Campus Training
 - Website
 - Calendar
 - Pilot Group