

# Budget Meeting, Post Meeting, & Speech Pathology Meeting Notes

April 7 & 10, 2017

**In attendance:** Budget Meeting - Dr. Carter, Mr. Kispert, and Thomas Welch Post Meeting – Dr. Carter, Dr. King, Dr. Kennedy, Dr. Warters, & Thomas Welch Speech Pathology Meeting (April 10<sup>th</sup>) – Dr. Carter, Dr. Kennedy, Dr. Wittmann-Price, Dr. Wilson.

## Budget Meeting

### Review of Tab 1:

#### *Unallocated Funds Review:*

A brief overview of current unallocated funds and reserves was given which noted projected unallocated funds of \$628,070 for FY2016-17.

1. It was noted that at FYE we are projecting a carryforward of \$771,255. Dr. Carter directed that the carryforward of Financial Resources should be factored into the budget for FY17-18.

#### *Development Foundation Funds Review:*

1. During the review of the Development Foundation Funds, Dr. Carter requested that Thomas contact the Education Foundation and work to transfer funds received for the CCHS equipment by the Bruce and Lee Foundation to the Development Foundation for reimbursement of previously purchased equipment.

*Note: Per Mr. Bridges, \$247,500 will be available for transfer by fiscal year end. The Development Foundation will work with the Education Foundation to formally request reimbursement.*

2. Dr. Carter also noted that we should inquire of the reimbursement of capital contribution for the old post office building.

*Note: Per Mr. Bridges, \$400k will be provided by the City by June 30<sup>th</sup> with the remainder to be received by December. The Development Foundation will work with the Education Foundation to request reimbursement for the \$800,000 due to the Foundation for fronting the acquisition cost that will be reimbursed by the City's support by calendar year end.*

### *Student Activity Fund - Held for Debt Service of the Athletic Bond:*

1. Review of the FY16-17 excess funds going into FY17-18 was noted at \$126,245. Dr. Carter requested that Mr. Dukes compensation for FY17-18 be funded from this excess.

### **FY17-18 Projections - Review of Tabs 2-5:**

Dr. Carter reviewed the Budget Projections for FY17-18 (tab 2), the Fee Increase Yields (Tab 3), the Projected Salary Increase Estimates (tab 4), Estimates of Fringe Increases (tab 5) and the following is a recap of this review.

1. In regards to new year revenue:
  - a. After review of tab 3, Dr. Carter noted that we should project a 2.5% increase in fees, which will generate \$918,635 for the University.
  - b. As stated before, the \$771,255 in projected carryforward will be factored into the FY17-18 budget and will be considered a non-recurring resource.
  - c. Consideration of the potential \$500 employee bonus for employees making under \$50k will result in a non-recurring allocation of approximately \$51,208.
2. In regards to new year expenses:
  - a. The \$500 bonus would require approximately \$162,038.
  - b. Dr. Carter determined that per tab 4, that we should include at this time a 1.5% COLA which would cost the University approximately \$622,509.

We have updated our FY17-18 Projections and have included such as an attachment to these notes.

### **Speech Pathology Budget:**

While this was discussed at our first meeting, these plans have since then been altered by the Post Meeting. A better review of this subject is noted below in that meeting's notes.

### **Post Meeting:**

### **Speech Pathology Budget:**

While this was discussed at our first meeting and Post Meeting, these plans have since then been altered by the Speech Pathology Meeting. A better review of this subject is noted below in that meeting's notes.

### Other Academic Budget Modifications:

Dr. Carter reviewed and approved the following budget modifications for FY17-18:

1. Registrar's Operating Budget Increase	\$3,000
2. Admissions' Operating Budget Increase	\$5,000
3. Provost Student Academic Travel Programs	\$60,000
4. English Department (Washington trip)	\$8,000
5. SACS Consultants	\$10,800
6. PA Consultant	\$25,000
<b>Total Increases</b>	<b>\$111,800</b>

### Speech Pathology Meeting:

#### Speech Pathology Budget:

After further discussion regarding the Speech Pathology Program, it was determined that the program will start FY17-18 with the following Budget:

Clinical Director	\$80,000		
Administrative Assistant	<u>\$30,000</u>	\$110,000	
Fringes		\$39,600	
Recurring Operating Costs:			
General Supplies	\$10,000		
Prof. Fees and Dues	\$2,500		
Clinical Software	\$1,000		
Clinical Ed Materials	\$10,000		
Instructional Materials	\$12,000		
Library Resources	\$12,000		
Consultant for Startup	<u>\$11,250</u>	<u>\$58,750</u>	
Recurring Budget			\$208,350
Non-Recurring Budget:			
Accreditation Cost		\$8,000	
Equipment		<u>\$25,000</u>	
Non-recurring Budget			<u>\$33,000</u>
FY17-18 Budget			\$241,350

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