

Minutes
Budget Committee Meeting
Board Room - 126B
B&O Building
Friday, February 12, 2016
1:00 PM – 2:00 PM

Attendees

Carry DeAtley, Shelley Deluca, Janet Fike, Mark Goldstein, Scott Owen, Dr. Vicki Riley, Pat Roper, April Schrupp, Pam Sharma, Linda Shelek and Pat Stroud.

Excused: Peggy Carmichael, Chris Kefauver and Ina Robinson

Review and Update Timeline

One revision - changed the date for reviewing FY17 OTPS and capital budget requests to February 12, 2016.

Projected Enrollment for FY2017

In summary, Dr. Riley made the following announcements:

- Current enrollment is at approximately 2,300 – about 400 FTE shortfall of FY16 goal
- Shortfall generated approximately \$490K shortfall in revenue, in addition to the mid-year 4% cut from state appropriations (\$283,000).
- Enrollment projection for FY17 will be based on this year's final FTE.

Review/Discussion Capital Projects Requests for FY2017

In summary, the committee discussed and made the following decisions:

- Removed specific IT projects and designated \$100,000 for on-going technology support and enhancements.
 - Review options for additional funding (i.e. grants/foundation) to install an additional TEAL Lab to possibly replace the IP Video System to enhance student learning capabilities.
- Transferred all CART and Nursing requests to be funded by Perkins.
- Removed specific facilities requests and designated \$60,000 for building/maintenance enhancements and projects to be used at the Director of Facilities discretion.
 - Committee agreed to vote to remove the utility vehicle for the Wheeling Campus.
- The request for racks and panels will be shifted back to the OTPS budget for CIT.
- The committee agreed to remove the Astra Scheduling Software.
- The request for laptops and desktops will be forwarded to the IT department to be included in FY17 technology purchases.

- The committee agreed to maintain the capital projects funding at \$250,000 and designated the remaining \$90k to a capital contingency line for emergency projects/repairs.

Review/Discussion of OTPS Budget Requests for FY2017

In summary, the committee discussed the following:

- Business Office - BRIM insurance coverage was transferred to the B&O Building budget in FY15 for proper classification – budget is \$74,300.
- Human Resources Area – the committee seeks justification for increases:
 - Human Resources 1100 – Why a \$20,100 increase? Are the NeoGov and Kronos cost \$10,250 ongoing?
 - ADA 1102 – YTD spent zero; FY15 spent \$800 in travel
 - Legal Expenses 1104 – YTD spent \$1; FY15 spent \$300 in AG fees
- Financial Aid (3051) – Janet will follow up with the actual contract amount for default management in FY17.
- CART 3416 – YTD spent \$40,000; room for reduction due to offset of dinner revenue.
- Dr. Shahan’s Areas – program income should be used to support these auxiliary programs and justify an increase.
- Allied Health 3500 – YTD spent \$40,000; reduction in order due to the loss of the Respiratory Program.
- The committee and Carry DeAtley agreed to transfer the \$5,900 back to the Distance Education budget to cover additional Blackboard training and increase the PTK (3088) budget to \$1,200.

Dr. Riley and April Schrump will meet with budget managers to discuss the questions/concerns and report back to the committee.

Questions

Other areas of discussion:

- NM internet service
- Explore the cost and benefits of adding TEAL labs vs replacing the IP Video system.
- Balance remaining in Professional Development funds for FY16

Next Meeting

To be determined

